

Admissions and Selection Regulations issued by FH Westküste University of Applied Sciences (FH Westküste) for the Master of Science degree programme in Microelectronic Systems at FH Westküste

11 February 2025

This is an unofficial English translation, for reference only, of the original German text of these Regulations. It is provided for informational purposes only and has no force independent of the original German text. The original German version as published on the above date shall be authoritative and definitive in all cases of dispute.

In the interest of non-discriminatory use of language, this English translation uses pluralised pronouns and/or singular 'they' wherever possible.

On the basis of Sections 38 and 39 of the Act on Higher Education Institutions and the University Medical Center Schleswig-Holstein (HSG Schleswig-Holstein) in the version of February 5, 2016 (GVOBl. 2016, p. 39), last amended by Article 1 of the Act of February 3, 2022 (GVOBl. p. 102), as well as Sections 4, 6, 8, and 12 of the Higher Education Admission Act (HZG) in the version of February 5, 2016, and following the resolution by the Convention of the Faculty of Engineering on November 6, 2024, the opinion of the Senate of the West Coast University of Applied Sciences on December 18, 2024, and the approval of the Executive Board of the West Coast University of Applied Sciences on February 11, 2025, the following statute is hereby enacted.

Section 1 Purpose and applicability of these Regulations

¹These Admissions and Selection Regulations govern specific entry requirements for the degree course pursuant to HSG Schleswig-Holstein and the selection of applicants for admission to the degree course. ²The provisions set out in these Regulations supplement the currently valid versions of the general regulations for admission to degree courses set out in the HSG Schleswig-Holstein, the general regulations for selection of applicants for places set out in the HZG.

Section 2 General requirements for admission to the degree course

(1) ¹Those admitted to the Master of Science degree course in Microelectronic Systems must have previously successfully completed one of the following: one of the Bachelor of Science degree courses in Electrical Engineering and Information Technology (B.Sc.), Information Engineering (B.Sc.), Renewable Energy Systems and Energy Management (B.Sc.), Computer Science for Technical Systems (B. Sc.) or Mechatronics (B. Sc.) at HAW Hamburg; the Bachelor of Science degree course in Electrical Engineering and Information Technology at FH Westküste, Heide; or a comparable Bachelor's or *Diplom* degree course delivered by another institution which and is worth at least 210 ECTS credit points (CP). ²To be deemed comparable, the degree course must have included at least 150 CP of content relating to the areas of information and communications engineering and/or electronics and/or information and electrical engineering.

(2) ¹Applicants who hold a first degree as set out in subsection 1 above that is worth fewer than 210 CP, but at least 180 CP, shall be admitted to the degree course provided all other entry

requirements are met; their admission shall be conditional upon their attaining, within the first two semesters of study in the degree course, CP to the value of the difference between the number of CP they currently hold and the 210 CP entry requirement. ²The academic advisor for the degree course shall determine the form in which the student is to attain the outstanding CP. ³In this case, the student's admission shall be null and void if they fail to attain the outstanding CP, in the manner prescribed by the academic advisor, by the final day of their second semester of study on the degree course.⁴

(3) ¹Notwithstanding the provisions of subsections 1 and 2 above, students may seek admission to the degree course if they are yet to complete their first degree due to not having completed a very limited number of individual examinations/assessments (*Prüfungsleistungen*) and if the course of their studies to date, with particular reference to the *Prüfungsleistungen* completed to date, indicates that they will complete this first degree by the conclusion of the first semester of the Master of Science degree course. ²Students in this position shall supply confirmation of the *Prüfungsleistungen* completed to date and those that remain outstanding, issued by the institution at which the student is studying for this first degree; this confirmation must contain a current grade average. ³In this case, the student's admission to the degree course shall be conditional upon their providing proof of having completed their first degree by the final day of their first semester of study on the Master of Science degree course; their failure to do so shall render their admission null and void.

Section 3 Specific requirements for entry to the degree course

¹To be admitted to the degree course, applicants must demonstrate, alongside the requirements set out in Section 2 above, that they meet the following specific requirement: They must demonstrate proficiency in the English language at level B2 (or above) of the Common European Framework of Reference for Languages. They shall do so via providing proof of one of the following:

1. A German *Zeugnis der allgemeinen Hochschulreife* or *Fachhochschulreife*, showing a grade of *ausreichend* (4.0, or at least 5 points) or better in the subject of English. Should the applicant's *Zeugnis der allgemeinen Hochschulreife* or *Fachhochschulreife* contain no final grade in the subject of English, the equivalent grade shall be calculated by forming the average (expressed in points) of the partial grades in the subject of English listed in the document for the final two years of schooling.
2. TOEFL (Test of English as a Foreign Language, iBT or ITP)
3. IELTS (International English Language Testing System – Academic Training)
4. CAE (Cambridge Certificate in Advanced English)
5. CPE (Cambridge Certificate of Proficiency in English)
6. FCE (Cambridge First Certificate)
7. BEC (Higher Business English Certificate)
8. Linguaskill General
9. A higher education entrance qualification attained at a school in an English-speaking country, as defined by the German Federal Agency for Civic Education, or at an English-medium school
10. Official confirmation of admission to a degree course in an English-speaking country, as defined by the German Federal Agency for Civic Education, or to a degree course taught through the medium of English

11. A formal document/official transcript issued by a higher education institution confirming the applicant has studied successfully for at least one year on a degree course taught through the medium of English or in an English-speaking country, as defined by the German Federal Agency for Civic Education

12. Evidence of professional/work experience, attained after graduation from a degree course, of at least six months' duration, or of full-time student work experience (e.g. an internship/industrial placement) of one semester's duration, in a business or organisation which works in English

13. Evidence of professional/work experience of at least six months' duration or of full-time student work experience (e.g. an internship/industrial placement) of one semester's duration in an English-speaking country, as defined by the German Federal Agency for Civic Education.

²In individual cases, applicants whose proofs of English language proficiency are comparable to those listed in points 1 to 13 above may be considered for admission.

Section 4 Deadlines for submission of applications for admission and supporting documents

Applicants for admission to the degree course must submit their application, any supplementary applications, and all supporting documents required, so that it reaches FH Westküste by:

1. 15 January for entry in summer semester of the same year
2. 15 July for entry in winter semester of the same year.

Section 5 Selection and admission of applicants for entry to the first semester of the degree course

(1) ¹Where there are more applications from students who meet the requirements for admission than there are places available on the degree course, allocation of places shall proceed in accordance with a ranking of applicants which the Admissions Committee shall draw up. ²The ranking shall be drawn up on the basis of points allocated to each applicant. ³The general principles for allocating numbers of points to each applicant for the ranking are as follows:

number of points awardable for the student's overall final grade in their first degree (see details of calculation in subsection 2 below) + number of bonus points (see details of calculation in subsection 3 below) = number of points allocated to determine applicant's position in the ranking

(2) The number of points to be allocated for the overall final grade achieved by the applicant in their Bachelor's or *Diplom* degree shall be taken from the table below; the grade shall be taken, unrounded, to one decimal place:

Overall final grade in applicant's Bachelor or <i>Diplom</i> degree certificate/Certificate of Examinations	Points to be allocated for overall final grade in applicant's Bachelor or <i>Diplom</i> degree certificate/Certificate of Examinations
1.0 or better	30.0
1.1	29.0

Overall final grade in applicant's Bachelor or <i>Diplom</i> degree certificate/Certificate of Examinations	Points to be allocated for overall final grade in applicant's Bachelor or <i>Diplom</i> degree certificate/Certificate of Examinations
1.2	28.0
1.3	27.0
1.4	26.0
1.5	25.0
1.6	24.0
1.7	23.0
1.8	22.0
1.9	21.0
2.0	20.0
2.1	19.0
2.2	18.0
2.3	17.0
2.4	16.0
2.5	15.0
2.6	14.0
2.7	13.0
2.8	12.0
2.9	11.0
3.0	10.0
3.1	9.0
3.2	8.0
3.3	7.0
3.4	6.0
3.5	5.0
3.6	4.0
3.7	3.0
3.8	2.0
3.9	1.0
4.0	0

(3) Further, applicants shall be allocated a maximum of 20 additional ('bonus') points as follows:

1. Applicants who can demonstrate completion of relevant work experience, such as may be acquired in an internship or a period of work lasting at least 20 weeks during or subsequent to the completion of their first degree pursuant to Section 2 subsections 1 and 2 above, shall receive up to five bonus points
2. Applicants who can demonstrate prior completion of a degree course or a successfully completed year of study at a higher education institution in Germany or at least three months'

work experience in Germany shall receive five bonus points

3. Applicants whose first degrees pursuant to Section 2 subsections 1 and 2 above included foci in the areas of designing analogue and digital hardware, high-frequency and communications engineering, embedded systems and real-time systems, or electronic circuit simulation and layout shall receive up to ten bonus points.

Section 6 Assessment of applicants for the second and subsequent semesters of the degree course

(1) Applications for admission to the degree course shall only be accepted for semesters up to and including the penultimate (second to last) semester of the degree course's standard duration; exceptions shall apply in cases where not granting the exception would result in severe hardship to the applicant.

(2) Applicants seeking admission to the second or subsequent semester of the degree course shall supply, by the relevant deadline as specified in Section 4 above, written confirmation of the attainments they have completed thus far in their current or previous, uncompleted, degree course, alongside written confirmation (*Einstufungsbescheinigung*) that the attainments they have completed thus far enable them to commence the FH Westküste Master of Science degree course in Microelectronic Systems in the semester to which they seek admission.

(3) ¹Applicants who are enrolled at a higher education institution at the time of their application and intend, during the semester in which the admissions procedure is taking place, to complete attainments capable of being counted towards the degree course (thus enabling admission to the second or subsequent semester) must supply, by the relevant deadline as specified in Section 4 above, written confirmation (*Einstufungsbescheinigung*) that they have registered for the associated examinations/assessments and that, should they pass them, their entry to the semester to which they are seeking admission would be possible/appropriate. ²In this case, admission to the second or subsequent semester of the degree course shall be conditional upon the applicant's having provided proof, by the commencement of the teaching period for the relevant semester of the degree course, of having attained the credit points required for admission to the semester in question.

(4) The *Einstufungsbescheinigung* in accordance with subsections 2 and 3 above shall be issued by the relevant academic advisor for the degree course.

Section 7 Allocation of places in the second or subsequent semester of the degree course

¹The places on the degree course that are available for applicants seeking admission to its second or subsequent semester shall be allocated on the basis of the overall final grade attained by the applicants in their first (Bachelor's or *Diplom*) degrees, as confirmed by their Certificate of Examinations/degree certificate. ²Where more than one applicant in this category attained the same overall final grade, applicants with the better grade averages, as formed from all attainments achieved [in the degree course commenced at the student's previous institution] to date shall have priority.

Section 8 Decision-making authority in the admissions process

¹The Student Admissions and Registration Office shall take decisions on whether applicants meet the requirements for entry to the degree course; it may request the views of the Admissions Committee (see Section 9 below) in relation to the academic value of attainments as detailed in

Sections 2 and 3 above. ²The Admissions Committee shall have sole decision-making powers on matters relating to the applicant selection process as detailed in Section 5 above.

Section 9 Admissions Committee

(1) ¹An Admissions Committee shall be convened for the purpose of conducting the process of admissions to the degree course, and shall comprise the following:

1. one member of HAW Hamburg academic staff with the status of professor;
2. one member of FH Westküste academic staff with the status of professor;
3. one further member of either HAW Hamburg or FH Westküste academic staff with the status of professor, to be appointed by the Joint Committee for the Master of Science degree course in Microelectronic Systems. The members of the Committee pursuant to nos. 1 and 2 above, and a deputy for each, shall be appointed by the relevant Dean's office; a deputy for the member pursuant to no. 3 above shall be appointed by the Joint Committee.

(2) Each member of the Admissions Committee holding the status of professor shall have one vote.

Section 10 Effective date

¹These Regulations shall come into effect one day after the date of their publication in the HAW Hamburg official gazette (*Hochschulanzeiger*). ²They shall be in effect from the commencement of the admissions procedure for winter semester 2025/26.

Heide, 11 February 2025
FH Westküste