

Please note: The aim of this document is to give information about entry requirements and the admission procedure. The only legally valid version of the regulations is the Admission Regulations of 22<sup>nd</sup> January 2014, published in Brem.GBl. page

**Regulations for the admission to the course of studies for the degree of Master in  
“Biochemistry and Molecular Biology” of the University of Bremen  
(dated January 22<sup>nd</sup>, 2014)**

The Rector of the University of Bremen has on 22<sup>nd</sup> January 2014, in accordance with § 110 paragraph 3 of the Bremisches Hochschulgesetz (BremHG) [Higher Education Act of the State of Bremen] in association with § 33 paragraph 6 the Bremisches Hochschulgesetz (BremHG) [Higher Education Act of the State of Bremen] dated 9<sup>th</sup> May 2007 (BremGBl p. 339), last change by § 8 of the Bremisches Hochschulgesetz (BremHG) [Higher Education Act of the State of Bremen] on 22<sup>nd</sup> June 2010 (BremGBl p. 375), and § 3 paragraph 2 of the Bremisches Hochschulgesetz (BremHG) [Higher Education Act of the State of Bremen] on 9<sup>th</sup> November 2010 (BremGBl p. 545), approved the regulations for the admission to the course of Master in “Biochemistry and Molecular Biology” in the following version:

**§ 1  
Requirements for Admission**

(1) The requirements for the course of studies for the degree of Master in “Biochemistry and Molecular Biology” are as follows:

- a. A first degree qualifying equivalent to Bachelor degree with minimum 180 credit points (CP) according to the European Credit Transfer System (ECTS) for a profession in one of the following courses of studies with a final score of at least 2.5: biochemistry, biology or chemistry or related courses of studies like biotechnology, pharmacy, medicine or in a course of studies recognised as equivalent to the above mentioned.
- b. Proof of at least 60 credit points for areas: biochemistry, biotechnology, chemistry, cell biology, genetics, microbiology, mathematics, plant physiology, physics which have been awarded in the first degree.
- c. Knowledge of the English language which is at least equivalent to level C1 of the Common European Framework of Reference for Languages. Proof of this is not necessary if the applicant has a university entrance certificate in English or his/her last degree certificate was awarded by an English-speaking institution.
- d. Passing of a written supervised qualifying examination in basics of biochemistry and molecular cell biology. The examination takes 120 minutes. For foreign students the examination will take place at the nearest partner university or in an appropriate institution. The test will be created by the Selection Committee and the test was passed if the applicant reached minimum 50 % of test.

- e. A letter of motivation which states the reasons of the applicant's special interest in the biochemistry and molecular biology.
- f. A letter of recommendation which does not date back longer than two years, written by a professor from the previous university or an actual employer.

(2) The Selection Committee decides on equivalence in paragraph 1a.

(3) If the requirements for admission are not clear according paragraph 1 the Selection Committee can demand further information from the respective applicant.

(4) Admission can also be applied if the previous degree course has not been completed by the deadline for a particular year, but studying achievements and examination performance of at least 120 CP have been gained. If the applicant fulfils the further requirements according to § 1a, b, d, e and f as well as the proof of knowledge of English language according to § 1 paragraph 1c admission may be granted subject to the condition that proof of passing the first degree is furnished until two weeks after begin of study courses of each year at the latest. In this case the relevant documents and certificates are to be handed in by December 31 of that year.

(5) The office of secretaries to students International checks the fulfilment of the formal requirements for admission. If the requirements for admission are fulfilled, the applicant will be admitted as a student provided the number of applications does not exceed the number of places according to § 4 paragraph 1.

## **§ 2 Start of Study**

The applicants of course of Master in "Biochemistry and Molecular Biology" are admitted to the respective winter term of the University of Bremen.

## **§ 3 Applications and Application Documents**

(1) The application and all relevant documents in accordance with § 1 are to be handed electronically until the deadline to: [www.uni-bremen.de/master](http://www.uni-bremen.de/master). Advance applicants have to hand over their documents in hardcopy form.

(2) On enrolment, but at latest two weeks after begin of study courses, the proofs mentioned in paragraph 3 must be submitted in paper form, please note that photocopies of official documents must be verified by an official German authority. Documents in a language other than German or English must be complemented with officially verified translations carried out by a sworn Translation Agency.

(3) The following documents are required your application:

- Application form,
- Proof of fulfilment of all entry requirements in § 1,
- Letter of motivation: what is your special interest in this particular course of studies?
- tabular curriculum vitae
- details of previous degree courses (studying achievements and examination performance in CP), Transcript of Records, or equivalent
- a letter of recommendation according to § 1 paragraph 1 f.

(4) Deadline of application for the winter term is 15<sup>th</sup> January each year.

#### **§ 4**

#### **Selection of the applicants**

(1) The number of student places can be limited and a different maximum may be stipulated each year. If the number of applicants is greater than the capacity in accordance with § 1, then an order of ranking in accordance with paragraph 3 is to be established according to which the places are to be allotted.

(2) The members of the Selection Committee in accordance with § 5 evaluate the application documents according to the description in paragraph 3.

(3) The Selection Committee evaluates the application documents on the basis of the following criteria and their weighting, and determines the order of ranking among the applicants. The ranking order depends on the number of points which the applicants have accumulated during the selection process; a maximum of 100 points can be achieved from the following criteria:

- Maximum of 50 points for the result of the qualifying examination.
- Maximum of 15 points for the total grade of the previous degree respectively the average grade achieved at the time of the application (at least 120 CP). The points are attributed according to the rank of mark of each applicant who fulfils the criteria according to § 1 paragraph 1a and 1b. The applicant with the best grade obtains 15 points. All lower ranking applicants receive a number of points which will be respectively lower; the applicant with the lowest rank will obtain 0 points.
- Maximum of 15 points for the grade of the relevant main areas with specialised content in the first degree and/or relevant professional or other experience. The applicant with the best grade obtains 15 points. Comparing with the grade the following applicants obtain lesser points. The applicant with the worst grade obtained 0 points.
- Maximum of 10 points for the letter of motivation.  
Criteria for the evaluation of the letter are the specific reference to the course of studies, a clear explanation of the applicant's own qualification and aims, especially as regards to the connection between future career and the course of studies as well as the correspondence between the applicant's motivation and the orientation of the course of studies.
- Maximum 10 points for the letter of recommendation from referees according to §1 paragraph 1f. Criteria for the evaluation of the applicants are the quality of the existing course achievement, professional and personal potential, particularly in respect to the

course of studies, relevance of existing course achievements and if applicable extra-curricular qualifications in regard to the thematically orientation of the course of studies.

(4) On the basis of the evaluation of the admission documents according to paragraph 3, the Selection Committee proposes the order of ranking for admission. Minutes are to be taken, which give the date and place of the admission procedure, names of the members of the Selection Committee, name of the applicant and the evaluation.

(5) Admission on the grounds of hardship is possible. Hardship places (5 out of 100) are allocated to applicants whose rejection would constitute an unreasonable case of hardship. This is given if particular social or family-related reasons require the immediate begin of studies. The ranking will be determined by the degree of unreasonable hardship.

(6) The Rector of the University of Bremen decides on admission to a place as a student at the University of Bremen as well as in cases of administrative appeal against denied admissions.

## **§ 5**

### **Admission Committee**

To perform the duties mentioned in these regulations an admission committee is to be appointed. Members of the committee are appointed by the Faculty Council. The committee consists of:

- 3 professors working in the relevant study course
- 1 member of the non-professorial academic staff who works in the study course
- 1 student of study course

The period of appointment amounts to 2 years for professors and non-professional academic staff and 1 year for students.

## **§ 6**

### **Date of Coming into Force**

(1) These Regulations come into force with the Rector's approval. They will be published in the Amtliches Mitteilungsblatt der Universität Bremen [Official Journal of the University of Bremen] and are valid for admission from the winter semester 2014/2015.

(2) The regulations for the course of studies for the degree of Master in "Biochemistry and Molecular Biology" at the department Biology/Chemistry at the University of Bremen from February 20, 2013 is expired by coming this regulations into force.

Approved, Bremen, 22<sup>nd</sup> January 2014

The Rector  
University of Bremen