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Technische Universität Dresden
Faculty of Environmental Sciences

Regulations for the assessment of the eligibility for the Master Course Tropical Forestry (Eligibility Assessment Regulations)

of 1st October 2017

Based on § 13 section (4) and § 17 section (6) of the Act on Freedom of the Universities in the Free State of Saxony (Sächsisches Hochschulfreiheitsgesetz – SächsHG) in the version of the Notice of 15th January 2013 (SächsGVBl. p. 3), last amended by Article 11 of the Law of 29th April 2015 (SächsGVBl. S. 349, 354), the Technische Universität Dresden issues the following Eligibility Assessment Regulations as a statute:

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§ 1 Scope

Based on the Higher Education Act of the Free State of Saxony [Sächsisches Hochschulfreiheitsgesetz], this eligibility regulations organizes bindingly the assessment of the particular eligibility for the Master Course Tropical Forestry at the Technische Universität Dresden.

§ 2 Admission Requirements

(1) According to § 3 of the study regulations for the Master Program Tropical Forestry of 14th February 2017 (Official Announcements of the TU 'Dresden no. 2/2017 of 23rd February 2017, p. 56), every applicant who has the required eligibility (qualification) for the master program Tropical Forestry is admitted.

(2) Qualified and thus entitled to access in terms of section (1) is who

1. proves to hold a first university degree acknowledged in Germany or a degree from a state or state-recognized professional academy in Forest Sciences or other neighbouring disciplines; and
2. proves a knowledge of the English language on the level B2 of the Common European Framework of Reference for Languages. Evidence is provided, for example, by TOEFL 80 iBT (550 PBT, 213 CBT) or IELTS 6.0, if English is not the native language of the candidate and is proven by a school leaving certificate; and
3. proves the particular aptitude to study in the master program Tropical Forestry in accordance with § 5.

(3) The enrolment in the master program Tropical Forestry is carried out by the Admissions Office [Immatrikulationsamt] / the International Office [Akademisches Auslandsamt] of the TU Dresden in accordance with the valid enrolment regulations, which remain unaffected by these eligibility regulations. The prerequisite for admission to the Master Tropical Forestry is the proof of aptitude according to these regulations.

§ 3 Admission Committee

(1) Upon proposal of the academic commission, the Dean of the Faculty of Environmental Sciences sets up an Admission Committee for the respective application period. It usually consists of the chairperson of the examination committee, a university teacher

and a scientific staff of the responsible department. Upon request, a student representative may participate in the eligibility assessment interview as a non-voting member of the Admission Committee

(2) The Admission Committee decides whether the admission requirements are fulfilled according to § 2, or invites to a suitability interview and decides in case of objections against a decisions in the context of the procedure. Additionally, the Admission Committee is responsible for the development and publication of the formal application form pursuant to § 4 (2) no. 1.

§ 4 Application and Time Limits

(1) The application for participation in the eligibility assessment procedure, together with all required documents pursuant to section 2, has to be sent in written form from:

All applicants with a higher education entrance qualification acquired in Germany until the 31st of July of the respective year to the following address:

Technische Universität Dresden
Fachrichtung Forstwissenschaft
Zugangsausschuss M.Sc. Tropical Forestry
01062 Dresden
Germany

Foreign applicants with a higher education entrance qualification acquired abroad must apply before 31st May of the respective year to the following office:

Technische Universität Dresden
Fachrichtung Forstwissenschaft
Zugangsausschuss M.Sc. Tropical Forestry
01062 Dresden
Germany

(2) The application has to include the following documents:

1. Application form for the Master Course Tropical Forestry,
2. officially certified copy of the first university degree certificate for professional qualification in German or English,
3. officially certified copies of all other professionally qualifying academic degrees, as well as additional certificates and evidence that demonstrate their particular suitability in accordance with § 5 (1),

4. officially certified copy of proof of sufficient language skills in accordance with § 2 (2), whereby the specified minimum level pursuant to § 2 (2) no. 2 must be reached.
5. a tabular curriculum vitae in English with description of the educational and professional career,
6. a letter of motivation in English.

(3) Applications that are incomplete or not in due form or time are excluded from further procedure.

(4) If evidence for the first undergraduate university degree according to section (2) no. 2 is not yet available at the time of application, the applicant may be accepted for the aptitude assessment according to these regulations if he already achieved at least 80 % of the credit points required for the undergraduate degree by module examinations or the final assignment or, if applicable, the colloquium, attested by the institute of higher education of origin. To prove this, the applicant has to present the original or a officially certified copy of the corresponding certificate from his or her university. It is still necessary to submit all other documents listed in section (2). Also section (3) remains unaffected.

§ 5

Proof and Assessment of the Particular Aptitude

(1) Eligibility for the Master Course Tropical Forestry according to § 2 section 2 no. 3 is assumed if

1. the applicant demonstrates a good knowledge in the fields of forestry or sustainable management of natural resources. Further, applicants with good knowledge in the fields of agriculture, horticulture, landscape- and regional planning, geography, water management, biology, ecology, regional development as well as natural resources governance will be accepted.
2. Furthermore, a particular aptitude requires a keen interest in interactions between environmental and social systems as well as factors and governance of social development in tropical countries with the inclusion of local actors.

(2) A clear non-eligibility is given for those cases where the above-mentioned proofs could not be provided.

(3) The Admission Committee checks the particular eligibility on basis of the submitted documents, especially documents according to § 4 section (2) no. 3, but only if the admission requirements according to § 2 section 2 no.1 and 2 are fulfilled. If the applicant's documents could not clearly ensure the particular eligibility or non-eligibility, an interview has to be held in front of the Admission Committee according to § 6.

§ 6

Suitability Interview

(1) The aim of the suitability interview is to determine whether the knowledge, skills or abilities, which inform about the particular aptitude of the applicant and are required under § 5 section (1), are given.

(2) The suitability interview will be structured in a thematically uniform manner and should not take more than 30 minutes. For candidates abroad, a practicable and appropriate form, e.g. video calls, has to be chosen.

(3) The invitation to the suitability interview will be given in due time in written or electronic form by the Admission Committee according to § 3, usually at least one week before the date of the interview.

(4) The main contents of the suitability interview as well as the participants and the duration of the interview are recorded in a protocol by a member of the Admission Committee

(5) If the applicant does not appear for the suitability interview on the appointed date or if he/she is not prepared for a telephone conversation, he/she is not entitled to an alternative date. If the applicant has taken part in the interview, but cannot provide evidence of special aptitude and eligibility in accordance with § 4 (2) no. 3, the aptitude test may be repeated in the next year at the request of the applicant. The application has to be handed in within the time limit given in § 4 section (1). § 4 section (2) does not apply in these cases.

(6) If the applicant shows credibly that he/she is not able to pass the interview in the designated form due to long-lasting or permanent physical disability or chronic disease, the Admission Committee will provide an alternative way to prove the aptitude. A medical certificate or, in cases of doubt, a certificate of a public health officer may be required.

§ 7

Eligibility Notification

(1) If the applicant proves that he/she has the required eligibility in accordance with § 2, he or she will receive an Eligibility Notification from the Admissions Committee. The decision on suitability is issued for submission to the Admissions Office [Immatrikulationsamt] or the International Office [Akademisches Auslandsamt] of the TU Dresden

and represents the required form of proof of aptitude for the master course. It is a prerequisite for enrolment in the master course Tropical Forestry.

(2) The Eligibility Notification is only valid for the requested semester. Upon expiry, the applicant may submit a new application for participation in the aptitude assessment procedure. Exceptions will be decided by the Admission Committee upon request.

(3) If the applicant cannot prove the required aptitude pursuant to § 2, the Admission Committee will also issue a written notification, which has to contain a legal remedy.

(4) If the applicant cannot submit the successful completion of the required higher education degree pursuant to § 2 (2), no. 1 until the end of the enrolment deadline to the Admissions Office [Immatrikulationsamt] or International Office [Akademisches Auslandsamt], only a temporary enrolment will take place. The duration of the time limit is set by the Admissions Office [Immatrikulationsamt] or International Office [Akademisches Auslandsamt] and usually comprises one semester.

§ 8

Enactment and Publication

These Eligibility Assessment Regulations will enter into force one day after its publication in the Official Bulletin [Amtliche Bekanntmachungen] of the Technische Universität Dresden

Issued on the basis of the resolution of the Faculty Council of the Faculty of Environmental Sciences of the Technische Universität Dresden dated 29th May 2017 and the approval of the Rectorate of 19th September 2017.

Dresden, 1st October 2017

The Rector
of the Technische Universität Dresden

Prof. Dr.-Ing. habil. DEng/Auckland Hans Müller-Steinhagen