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Aptitude Test Regulations for the non-consecutive Master Programme Hydro Science and Engineering

as of 26/09/2011

Pursuant to § 13 subs. (4) and § 17 subs. (6) of the Higher Education Act of the Free State of Saxony (Sächsisches Hochschulgesetz - SächsHSG) of 10th December 2008, Technische Universität Dresden enacts the following aptitude test regulations as a statute.

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§ 1 Scope

Based on the Higher Education Act of the Free State of Saxony the aptitude test regulations govern the ascertainment of the particular admission requirements (ascertainment of aptitude) for the non-consecutive research-orientated Master Degree Programme Hydro Science and Engineering at Technische Universität Dresden.

§ 2 Admission Requirements

(1) According to § 3 of the study regulations of the Master Degree Programme Hydro Science and Engineering, such applicants are accepted who evidence the necessary aptitude (qualification).

- (2) Qualified and therefore entitled to admission in terms of subs. (1) are those who
1. prove a first job-qualifying university degree acknowledged in Germany, either in the field of natural sciences such as hydrology, meteorology, geography, geology, chemistry, and biology or in the field of engineering such as water management, civil engineering, waste management and contaminated site treatment, landscape architecture, forest sciences, agricultural engineering, and environmental engineering or similar degree programmes with a standard period of study of at least six semesters;
 2. prove a good command of English if it is not the native language of the applicant. International standard tests accepted are IELTS (minimum 6 points), TOEFL (minimum 79 points internet-based, minimum 213 points computer-based, minimum 550 points paper-based) and Uni-Cert III;
 3. prove the particular aptitude for the Master Degree Programme Hydro Science and Engineering according to § 5.

(3) The admission and the enrolment for the Master Degree Programme Hydro Science and Engineering are carried out by the student registration office or the International Office (DAAD) of TU Dresden according to the recent matriculation regulations which remain unaffected by these regulations of aptitude. Prerequisite for admission to the Master Degree Programme Hydro Science and Engineering is the proof of the aptitude according to these regulations.

§ 3 Admission Board

(1) Upon proposal of the Academic Committee, the Dean of the Faculty of Forest, Geo and Hydro Sciences appoints an admission board for the respective period of application. Usually, it consists of the chairperson of the Examination Board, one professor, and one member of the academic staff of the responsible department. Upon request, a student may participate in the Admission Board for the interview without being entitled to vote.

(2) The Admission Board decides whether the admission requirements are fulfilled according to § 2, submits invitations for interviews, and decides in cases of objection against a decision proposed within the proceeding. Additionally, the Admission Board is responsible to create and publish an application form according to § 4 subs. (2) paragraph 1.

§ 4

Application and Time Limits

(1) The application for the participation at the aptitude test and other application documents have to be sent to the following address:

Technische Universität Dresden
Department Hydrosiences
Master Degree Programme Hydro Science and Engineering
01062 Dresden
Germany

The deadline is the 15th July of the respective year for German applicants and international applicants with an admission qualification achieved in Germany and the 31st May of the respective year for international applicants with an admission qualification achieved abroad. The application must consist of the following documents:

1. printed online registration form for the Master Degree Programme Hydro Science and Engineering at TU Dresden, duly completed and personally signed;
2. certified copies of certificates including the grades of the secondary school graduation / qualifying test for universities as well as their translation (German, English);
3. certified copies of certificates of previous studies in the home country or at other universities including the subjects and grades as well as their translation (German, English);
4. certified copies of evidence for the particular aptitude according to § 5 with study work and examinations as well as their translation (German, English);
5. certified copy of evidence for sufficient language skills according to § 2 subs. (2) paragraph 2;
6. personal data sheet (CV) in English with focus on career progression;
7. letter of motivation in English.

(2) Applications which are not complete, or not in due form or due time are excluded from further proceedings.

(3) If the evidence for the first job-qualifying university degree according to subs. (2) paragraph 2 is not yet available at the time of application, the applicant may be allowed for the aptitude test according to these regulations if they have achieved at least 80% of the credit points required for the graduate degree. In terms of evidence, the applicant has to provide the original or a certified copy of the respective certificate of their university. It is still necessary to provide all of the other documents listed in subs. (2). Also subs. (3) remains unaffected.

§ 5

Proof and Ascertainment of particular Aptitude

(1) The particular aptitude for the Master Degree Programme Hydro Science and Engineering according to § 2 subs. 2 paragraph 3 is assumed if the applicant demonstrates a good proficiency in the fields of mathematics, computer sciences and similar subjects as statistics, hydroinformatics or geoinformatics, physics, chemistry, biology and similar subjects as hydrochemistry or hydrobiology, as well as in the fields of natural science, engineering, and environmental science with subjects such as hydrology, meteorology, hydromechanics, hydraulic engineering, water management, ground water management, water quality, waste management and circular economy, remediation technology, soils, geology, geography, agriculture and forestry.

(2) First of all, the Admission Board surveys the particular aptitude on the basis of the enclosed documents, especially the documents according to § 4 subs. (2), but only if the admission requirements according to § 2 subs. 2 paragraph 1 are fulfilled. If the assessment of the particular aptitude was not already ensued from the documents of the applicant, an interview has to be held in front of the Admission Board according to § 6.

§ 6

Interview

(1) The interview aims at the ascertainment whether the applicant possesses the required knowledge, skills, and abilities according to § 5 subs. (1).

(2) The interview has a thematically standardised structure and a length of no more than 30 minutes.

(3) The Admission Board issues invitation for the interview in written form and in due time according to § 3, but at least two weeks before the appointed date of the interview. Any expenses incurred by the applicant cannot be covered.

(4) The main contents of the interview as well as the participants and the length of the interview are recorded in a protocol by a member of the Admission Board.

(5) If the applicant does not appear for the interview on the appointed date, they have no right to claim an replacement slot. If the applicant did attend the interview but failed to prove the particular aptitude according to § 4 subs. (2), the interview may be repeated the next year upon request of the applicant. A respective application has to be proposed within the time limit given in § 4 subs. (1).

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

(7) If the international applicant is not able to pass the interview in the designated form without being responsible for the reasons, the Admission Board will provide an alternative way to prove the aptitude.

§ 7

Aptitude Notification

(1) If the applicant did prove the aptitude according to § 2 the Admission Board will issue an aptitude notification. This document may be presented at the Student Registration Office / International Office (DAAD) of Technische Universität Dresden. The aptitude notification is the required form of evidence of the admission qualification for the master degree programme. It is the prerequisite for the issuing of the admission and thus for the enrolment for the Master Degree Programme Hydro Science and Engineering.

(2) If the applicant is not able to prove the required aptitude according to § 2, the Admission Board likewise will give a written notification to the Student Registration Office / International Office (DAAD), which has to contain the information on legal remedies.

(3) If the applicant is not able to present his successful completion of the necessary graduate degree according to § 2 subs. (2) paragraph 1 to the Student Registration Office / International Office (DAAD) until the end of the time limit for enrolment only a temporary enrolment is carried out. The duration of the time limit is appointed by the student registration office and is generally 1 semester.

§ 8

Implementation

These aptitude test regulations come into effect on 26th September 2011 and are published in the Official Publications (*Amtliche Bekanntmachungen*) of Technische Universität Dresden.

Issued according to the decision of the Faculty Council of the Faculty of Forest, Geo and Hydrosiences on 26th September 2011 and the approval of the Rector on xxxxx.

Dresden, 26th September 2011

Rector of Technische Universität Dresden

Prof. Dr. Dr.-Ing. Hans Müller-Steinhagen