

**Regulations for assessing the aptitude for the Master's degree program  
Digital Humanities  
(Digital Humanities Aptitude Assessment Regulations)**

as of January 18, 2022

Based on § 13 para. 4 and § 17 para. 10 of the Act on the Autonomy of Institutions of Higher Education in the Free State of Saxony (*Sächsisches Hochschulfreiheitsgesetz - SächsHSFG*) in the version of the announcement of January 15, 2013 (SächsGVBl. p. 3), last amended by Article 2 of September 30, 2020 (SächsGVBl. p. 1122), Technische Universität Dresden issues the following Aptitude Assessment Regulations as statutes:

**Table of contents**

- § 1 Scope of application
- § 2 Admission requirements
- § 3 Admissions Committee
- § 4 Application and deadlines
- § 5 Proof and assessment of special aptitude
- § 6 Assessment interview
- § 7 Notification of aptitude
- § 8 Entry into force and publication

## § 1

### Scope of application

These regulations determine how the fulfillment of the special admission requirements are to be assessed (aptitude assessment) for the Master's degree program Digital Humanities at Technische Universität Dresden, based on the provisions of the applicable Act on the Autonomy of Institutions of Higher Education in the Free State of Saxony.

## § 2

### Admission requirements

(1) Pursuant to § 3 of the study regulations for the Master's degree program Digital Humanities, every applicant who has the required aptitude (qualification) for the Master's program Digital Humanities is admissible to the program.

(2) Qualified and therefore entitled to admission within the meaning of para. 1 is anyone who has:

1. a first qualifying university degree recognized in Germany or a qualification from an officially recognized vocational academy in humanities and social sciences,
2. English at B2 level of the Common European Framework of Reference for Languages, and
3. in-depth prior knowledge of digital methods, techniques of digital work and prior knowledge in subject areas of the humanities and social sciences.

(3) Students enroll in the Master's program in Digital Humanities through the Unit Admissions Office/Unit International Affairs of TU Dresden in accordance with the applicable Enrollment Regulations, the provisions of which remain unaffected by the provisions of these regulations. The prerequisite for admission to the Master's degree program in Digital Humanities is proof of the required aptitude according to these regulations.

## § 3

### Admissions Committee

The Dean of Studies of the Master's degree program in Digital Humanities appoints an Admissions Committee for the respective application period on the recommendation of the Academic Affairs Committee. As a rule, this committee shall consist of at least two university lecturers involved in this degree program. The Admissions Committee decides on whether the admission requirements pursuant to § 2 have been fulfilled, determines the date of the assessment interview, and decides on appeals against decisions made as part of this procedure. In addition, the Admissions Committee is responsible for the development and publication of the application form in accordance with § 4 para. 2 no. 1.

## § 4

### Application and deadlines

(1) The formal application for participation in the aptitude assessment procedure must be submitted together with the application documents for enrollment using the correct forms and within the set deadline.

1. Applicants with a university degree obtained in Germany (entrance qualification for a Master's degree) must apply to the following office:
  - a) Applicants with a German citizenship or those with a non-German citizenship but who obtained the German *Abitur* qualification must apply to the following address:

Technische Universität Dresden  
School of Humanities and Social Sciences  
Master's degree program Digital Humanities  
Chairperson of the Admissions Committee  
01062 Dresden  
Germany

- b) Applicants with non-German citizenship and an international qualification equivalent to the *Abitur* must submit their application to the following address:  
Technische Universität Dresden  
Unit International Affairs  
01062 Dresden  
Germany
2. Applicants with a university degree obtained outside Germany (entrance qualification for a Master's degree program) must apply via uni-assist.
3. Applicants with citizenship outside the EU who have obtained their university degree (entrance qualification for a Master's degree program) at a non-German university must apply for the winter semester by May 31.  
All other German and international applicants must apply for the winter semester by July 15.

(2) The following documents must be enclosed with the application:

1. Application form (application for assessment of special aptitude),
2. Copy of the applicant's first university degree qualifying for a profession,
3. If available, copies of additional certificates and proof demonstrating any special aptitude in accordance with § 5 para 1,
4. Copy of a proof of sufficient language proficiency in accordance with § 2 para. 2 no. 2. Proof should be provided using a relevant certificate or language certificate. This can take the form of:
  - a) A general or subject-specific university entrance qualification certificate that serves as evidence of having learned English as a foreign language from grades 5-12,
  - b) Certificate of the university entrance qualification completed entirely in English or certificate of a higher education degree completed entirely in English, and
  - c) The following English certificates (listed as examples):  
TOEFL (72), IELTS (5.5), UNIcert II, FCE.

(3) Applications that are not received in full, in due form or on time will be excluded from further proceedings.

(4) If, at the time of application, proof of the first university degree qualifying the applicant for a profession (degree certificate) in accordance with para. 2. no. 2 is not yet available, the applicant will also be included in the aptitude assessment procedure in accordance with these regulations. The prerequisite is that 80 % of the credit points attainable for the university degree have already been achieved based on completed module examinations or the final thesis and the colloquium (if applicable). A certification from the awarding university serves as proof of the above-mentioned academic achievements. As evidence of this, the applicant must submit a corresponding certificate from their university in the original or as an officially certified copy. The necessity of submitting all other documentation mentioned in para. 2 alongside the application and para. 3 remain unaffected by this.

## **§ 5**

### **Proof and assessment of special aptitude**

(1) The special aptitude for the Master's degree program Digital Humanities pursuant to § 2 para 2 no. 3 is granted if the applicant can prove particular prior knowledge of digital methods, techniques of digital work and prior knowledge in subject areas of the humanities and social sciences.

(2) The Admissions Committee will first examine whether proof of aptitude has been provided on the basis of the documents enclosed with the application, in particular, the documents pursuant to § 4 para. 2 no.3, but only if the admission requirements pursuant to § 2 para. 2 no. 1 and 2 have been fulfilled. Subsequently, an assessment interview will be held by the Admissions Committee in accordance with § 6.

## **§ 6**

### **Assessment interview**

(1) The aim of the assessment interview is to determine whether the required prior knowledge in accordance with § 5 para. 1, confirming the applicant's aptitude, is available.

(2) The assessment interview shall take place in a uniformly structured form and shall not last longer than 20 minutes.

(3) The invitation to the interview shall be issued in good time in written form by the Admissions Committee in accordance with § 3, but at least two weeks before the date of the assessment interview.

(4) A member of the Admissions Committee shall draw up minutes of the essential content of the assessment interview, which shall also include the participants, the duration and the result of the interview. The identity of the applicant is verified in the interview by official photo identification.

(5) If the applicant does not attend the assessment interview on the agreed date, they are not entitled to an alternative date. If the applicant has taken part in the assessment interview but has not been able to provide proof of aptitude, the assessment interview can be repeated the following year upon request by the applicant. The application must be submitted within the period specified in § 4 para. 1. § 4 para. 2 shall not apply in such cases.

(6) If the applicant can credibly demonstrate that they are not in a position to participate in the assessment interview in the intended form due to a long-term or permanent physical disability or chronic illness, the Admissions Committee shall offer them an alternative form for determining aptitude. For this purpose, the student may be required to submit a medical certificate and, in cases of doubt, an official medical certificate by a public health officer (*Amtsarzt*).

## **§ 7**

### **Notification of aptitude**

(1) If the applicant demonstrates the required aptitude according to § 2, they will receive a notification of aptitude from the Admissions Committee by August 15 at the latest. The notification of aptitude is to be presented to TU Dresden's Unit Admissions Office/Unit International Affairs and is the required form of proof in order to be admitted to the Master's degree program. The notification of aptitude is a prerequisite for enrollment in the Master's degree program Digital Humanities.

(2) If the applicant cannot prove the required aptitude according to § 2, the Admissions Committee will issue a written decision on this, which must be accompanied by instructions on how to appeal.

(3) If the applicant is unable to present the successful completion of the university degree required in accordance with § 2 para. 2 no. 1 to the Unit Admissions Office/Unit International Affairs by the end of the enrollment period, only temporary enrollment will be granted. The duration of this temporary enrollment will be determined by the Admissions Office. It is usually one semester.

## **§ 8**

### **Entry into force and publication**

These Aptitude Assessment Regulations shall enter into force one day after their publication in the Official Announcements of Technische Universität Dresden.

Issued based on the resolution of the School Committee of the School of Humanities and Social Sciences at Technische Universität Dresden as of December 17, 2021, and the approval of the University Executive Board as of January 11, 2022.

Dresden, January 18, 2022

The Rector  
of Technische Universität Dresden

Prof. Dr. Ursula M. Staudinger