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Admission Regulations for the Master's Program Geographies of Global Inequalities of the Department of Geosciences of Freie Universität Berlin

Preamble

Based on § 14 par. 1 sentence 1 No. 2 Partial Basic Regulations (Trial Model) of Freie Universität Berlin dated October 27, 1998 (FU-Mitteilungen No. 24/1998) in conjunction with § 15 of the Law on Admission to the Universities of the State of Berlin in Admission-Restricted Courses of Study (Berlin Higher Education Admission Law - BerlHZG) as amended in the announcement of the new version dated October 9, 2019 (GVBl. p. 695), last amended on July 5, 2022 (GVBl. p. 450), in conjunction with § 10 par. 5 sentence 2 of the Law on Higher Education Institutions in the State of Berlin (Berlin Higher Education Act - BerlHG), in the version of the announcement of the new version of July 26, 2011 (GVBl. p. 378), last amended on July 5, 2022 (GVBl. p. 450), the Department Council of the Department of Earth Sciences at Freie Universität Berlin issued the following statute on November 30, 2022:¹

Section 1 Scope of Application

These statutes regulate the access to the study program according to § 10 par. 5 sentence 2 BerlHG and the selection procedure for the allocation of study places according to § 15 par. 1 sentence 1 No. 1 BerlHZG for the Master's program Geographies of Global Inequalities of the Department of Earth Sciences of Freie Universität Berlin (Master's program). It is a consecutive Master's program according to § 23 par. 3 sentence 1 No. 1 letter a, BerlHG.

Section 2 Study Places and Application

(1) The number of study places available for the Master's program is determined in the Admission Regulations of Freie Universität Berlin for each admission date.

(2) The application for admission must be submitted in electronic form using the online application system to the Office of the President of Freie Universität Berlin - Application and Admissions Division.

(3) The application deadline is May 31 of each year.

(4) The application for admission to the Master's program must be accompanied by the first university degree qualifying the applicant for admission to the Master's program in accordance with § 3 par. 1 in the form specified by the Presidential Board of Freie Universität Berlin - Division Application and Admission.

(5) Admission to the Master's program may also be applied for if the professional university degree referred to in § 3 par. 1 cannot yet be submitted due to the absence of individual examination results and if, on the basis of the course of studies to date, in particular the examination results to date, it is to be expected that the professional university degree referred to in § 3 par. 1 will be obtained before the start of the Master's program and that the requirements for admission to the Master's program pursuant to § 3 par. 2 will also be fulfilled in due time. This expectation is met in particular if at least 2/3 of the total workload has been

¹ These bylaws were approved by the Executive Board of Freie Universität Berlin on January 6, 2023 and by the Senate Administration responsible for higher education on May 2, 2023.

assessed, the application for the thesis has been submitted and the start of work has been set in such a way that timely completion is possible before the start of the Master's program. The application enters the selection procedure with the average grade, which is determined on the basis of the previous examination performance from the current performance and evaluation record (transcript) to be submitted by the applicant*. In this case, the result of the professionally qualifying university degree is disregarded.

(6) Freie Universität Berlin is not obliged to investigate the facts of the case ex officio.

Section 3 Admission Requirements

(1) The admission requirement for the Master's program is a German or equivalent foreign degree in geography or in social, cultural or regional sciences.

(2) Applicants who have not graduated from an educational institution where English is the language of instruction must provide evidence of English language skills at level C1 of the Common European Framework of Reference for Languages (CEFR).

(3) Applicants are exempt from providing proof of German language skills.

(4) The examination board of the Department of Earth Sciences of Freie Universität Berlin responsible for the Master's program decides on the equivalence of the evidence submitted. Upon request, evidence will also be examined with regard to equivalence outside of an ongoing application procedure.

Section 4 Selection Quota, Selection Criteria, Organizational Matters

(1) 80% of the study places remaining available after considering the preliminary quotas shall be awarded by the selection procedure regulated in these Statutes (university quota). 20% of the study places shall be awarded on the basis of § 15 par. 1 sentence 1 No. 2, BerlHZG. The quota of § 15 par. 1 sentence 3 BerlHZG is 5%.

(2) Selection shall be based on:

1. the degree of qualification, which is determined by the examination results of the preceding university degree (§ 15 par. 2 sentence 1 No. 1, BerlHZG),
2. a weighting of the subject or subjects studied in the previous degree program, which provides information on the subject-specific motivation and suitability for the master's degree program (§ 15 par. 2 sentence 1 No. 4 BerlHZG), and
3. additional qualifications acquired outside of a university degree program (§ 15 par. 2 sentence 1 No. 5 BerlHZG).

(3) In the selection procedure, selection points are awarded for the criteria according to par. 2 No. 1 to No. 3. The maximum number of points that can be awarded is 100.

(4) For the selection criterion according to par. 2 No. 1, up to 60 selection points are awarded according to the average grade achieved in the certificate of the previous degree (cf. Annex).

(5) Selection according to par. 2 No. 2: For the selection criterion according to par. 2 No. 2, up to 20 selection points are awarded. Out of these, 10 selection points will be awarded for providing proof of English-language study and examination achievements amounting to at least 20 LP, and 10 selection points will be awarded for providing proof of study and examination achievements amounting to 10 LP in the field of inequality studies and/or critical social sciences.

(6) For the selection criterion according to par. 2 no. 3, 20 selection points are awarded once. The qualifications acquired outside of the university must be relevant to, and be able to provide information about the special aptitude for the Master's program. In particular, an activity in a

German or international non-governmental organization, an environmental and nature conservation institution, a planning institution, a museum or a research institution dealing with geographical or geoscientific issues in the broadest sense is relevant to the program. The acquired qualification must have been on a full-time basis for at least six months. The geographic or geoscientific context must be conclusively demonstrated, and the respective qualification must be evidenced by a certificate.

(7) At least two selection officers shall be appointed to conduct the selection process. They will be appointed by the Dean of the Department of Earth Sciences of Freie Universität Berlin on behalf of the Presidential Board of Freie Universität Berlin. They must be entitled to take examinations in the Master's program and be employed full-time by Freie Universität Berlin. Substitution is not permitted.

Section 5 Admission Decision

(1) The decision on admission is made by the Executive Board of Freie Universität Berlin - Application and Admissions Division - after completion of the selection process on the basis of the results achieved in the selection process and the resulting ranking.

(2) Selected applicants will receive a letter of admission in which a deadline for acceptance and enrollment is specified. If this deadline is not met, the place will be reallocated.

(3) Applicants who have been selected on the basis of the transcript receive conditional admission and can enroll for a limited period of time for the first semester. As a rule, by the end of the first subject semester, the professional university degree mentioned in § 3 para. 1 must be submitted and proof of the existence of the prerequisites associated with it must be provided. If the proof is not provided in due time, the admission will expire.

(4) Applicants who are not admitted shall receive a notice of rejection with reasons.

(5) The documents submitted in the selection procedure must be kept until the decision becomes final and, in the event of a legal dispute, until the final decision.

Section 6 Entry into Force

These bylaws shall enter into force on the day following their publication in the FU-Mitteilungen (Official Gazette of Freie Universität Berlin).

Annex (to § 4 par. 4)

Allocation of selection points to the average grade shown in the certificate of the previous degree according to § 4 par. 4

Average Grade	Selection Points
1,0	60
1,1	58
1,2	56
1,3	54
1,4	52
1,5	50
1,6	48
1,7	46
1,8	44
1,9	42
2,0	40
2,1	38
2,2	36
2,3	34
2,4	32
2,5	30
2,6	28
2,7	26
2,8	24
2,9	22
3,0	20
3,1	18
3,2	16
3,3	14
3,4	12
3,5	10
3,6	8
3,7	6
3,8	4
3,9	2
4,0	0