

OFFICIAL TRANSLATION OF

“Satzung über besondere Zugangsvoraussetzungen für die Studiengänge der Fakultät für Wirtschafts- und Sozialwissenschaften vom 7. Dezember 2016“

(Amtliche Bekanntmachung Nr. 14, vom 13. Februar 2017)

**THIS TRANSLATION IS FOR INFORMATION ONLY –
ONLY THE GERMAN VERSION SHALL BE LEGALLY
VALID AND ENFORCEABLE!**

Bylaws Regarding the Special Conditions of Admission for Degree Programs in the Faculty of Business, Economics and Social Sciences

dated 7 December 2016

On 10 January 2017 in accordance with Section 108 subsection 1 of the Hamburg higher education act (Hamburgisches Hochschulgesetz—HmbHG) dated 18 July 2001 (HmbGVBl. p. 171), last amended on 16 November 2016 (HmbGVBl. p. 472), the University’s Executive University Board ratified the Bylaws Regarding the Special Conditions of Admission for Degree Programs in the Faculty of Business, Economics and Social Sciences adopted by the Faculty Council of the Faculty of Business, Economics and Social Sciences on 7 December 2016 pursuant to Section 91 subsection 2 no. 2 HmbHG.

Section 1

Special admission requirements

1. Master of Arts in International Criminology

The following special admission requirements shall apply to the consecutive Master of Arts in International Criminology:

a) first higher education degree (e.g., BA, degree from a university of applied sciences, *Diplom*, *Magister*, or *Staatsexamen* (state examination)) in the social sciences (e.g.,

sociology or political science), law, or another subject providing a meaningful basis for the Master of Arts in International Criminology

b) confirmation from the applicant that he or she is sufficiently proficient in English to actively participate in classes held in English, understand specialist literature in English, and present academic findings verbally and in writing (incl. examinations)

2. Master of Arts in Journalism and Mass Communication

The following special admission requirements shall apply to the consecutive Master of Arts in Journalism and Mass Communication:

- a) a relevant first higher education degree
 - either in journalism, mass communication, or publishing or a degree with a mass communication focus. At least 60 ECTS credits must have been earned in journalism and/or mass communication courses. Media studies courses that have been verified to have had a focus on social sciences or mass communication may be credited toward the requisite 60 ECTS credits.
 - or a social sciences degree with a journalism and/or mass communication focus. At least 60 ECTS credits must have been earned in social sciences courses and at least 18 ECTS credits in journalism and/or mass communication courses.
- b) knowledge in methods of empirical social research totaling at least 9 ECTS credits
- c) pre-program internships lasting at least eight weeks in the field of journalism, public relations (PR), or media research, of which at least four weeks in the field of journalism. Applicants who are only able to verify a four-week internship may nevertheless be considered for admission, provided that a letter of acceptance for at least an additional four-week pre-program internship is submitted with the application.
- d) confirmation from the applicant that he or she is sufficiently proficient in English to actively participate in classes held in English, understand specialist literature in English, and present academic findings verbally and in writing (incl. examinations)

3. Master of Arts in Political Science

The following special admission requirements shall apply to the consecutive Master of Arts in Political Science with areas of specialization in comparative and regional studies and international political theory:

- a) a first higher education degree in political science or a degree with a political or social sciences focus. This means that at least 45 ECTS credits must have been earned in political or social sciences courses.
- b) confirmation from the applicant that he or she is sufficiently proficient in English to actively participate in classes held in English, understand specialist literature in English, and present academic findings verbally and in writing (incl. examinations)
- c) transcript of records evincing knowledge
 - in methods of empirical social research totaling at least 12 ECTS credits and
 - of political theory and international relations totaling at least 15 ECTS credits.

4. Master of Arts in Sociology

The following special admission requirements shall apply to the consecutive Master of Arts in Sociology:

- a) first higher education degree in sociology or a degree with a sociology or social sciences focus
- b) confirmation from the applicant that he or she is sufficiently proficient in English to actively participate in classes held in English, understand specialist literature in English, and present academic findings verbally and in writing (incl. examinations)

5. Master of Science in Economics

The following special admission requirements shall apply to the consecutive Master of Science in Economics:

1. a first higher education degree:
 - a) from a bachelor's degree program in economics at Universität Hamburg or a comparable degree program at another higher education institutionor

b) from a bachelor's degree program that includes content that goes beyond the basic fundamentals of economics; for this, the following courses are prerequisites:

- two courses in basic economics (e.g., microeconomics and macroeconomics)
- three courses in mathematics, statistics, and econometrics, of which at least one course must be in mathematics and one course in statistics or econometrics
- three advanced courses in theoretical and applied economics, of which at least one course must be in theoretical economics and one course in applied in applied economics

For this, each course must be equivalent in content and scope to a lecture of two credit hours per week at Universität Hamburg. Performance in the aforementioned mathematical courses may alternatively be substituted with at least 700 points on the quantitative section of a GRE General Test, at least 155 points on the quantitative section of a GRE Revised General Test, or at least 700 points on a GRE Mathematics Subject Test.

or

c) from a mathematically oriented bachelor's degree program (e.g., mathematics, business mathematics, or statistics). For this, courses from the following areas are prerequisites: linear algebra and analysis and either statistics or econometrics. Performance in the aforementioned courses may alternatively be substituted with at least 700 points on the quantitative section of a GRE General Test, at least 155 points on the quantitative section of a GRE Revised General Test, or at least 700 points on a GRE Mathematics Subject Test.

2. English language proficiency substantiated in one of the following ways:

- at least eight years of English instruction at a German school
- through one of the following tests at the level indicated:
- Paper-Based TOEFL Test: 580 points with a score of 4.5 in the essay (TWE score)
- TOEFL Internet-Based Test: 92 points with at least 22 points per skill (listening, writing, speaking, and reading)
- International English Language Testing System (IELTS)—Academics: Band 6.5, Good Competent User, with at least 6.0 per skill
- Cambridge Certificate of Advanced English (CAE): Results A, B, C
- Cambridge Certificate of Proficiency in English (CPE): Results A, B, C
- Cambridge Higher Business English Certificate (BEC): Results A, B, C

An applicant who cannot provide the requisite proof of English language competency by the application deadline may nevertheless be considered for admission, provided

that proof of registration for one of the aforementioned tests has been enclosed with the application. Proof of English language competency must be subsequently submitted without undue delay and no later than 31 May.

In individual cases, applicants may be considered whose qualifications are comparable to those listed in 1a), 1b), or 1c).

6. Master of Science in Politics, Economics and Philosophy (PEP)

The following special admission requirements shall apply to the consecutive Master of Science in Politics, Economics and Philosophy (PEP):

- a) a bachelor's degree in economics from Universität Hamburg or in a comparable degree program at another higher education institution, a comparable academic degree with an economics focus, or a first higher education degree in political science or philosophy
- b) proof of English language proficiency through one of the following tests at the level indicated:
 - Paper-Based TOEFL Test: 580 points with a score of 4.5 in the essay (TWE score)
 - TOEFL Internet-Based Test: 92 points with at least 22 points per skill (listening, writing, speaking, and reading)
 - International English Language Testing System (IELTS)—Academics: Band 6.5, Good Competent User, with at least 6.0 per skill
 - Cambridge Certificate of Advanced English (CAE): Results A, B, C
 - Cambridge Certificate of Proficiency in English (CPE): Results A, B, C
 - Cambridge Higher Business English Certificate (BEC): Results A, B, C

An applicant who cannot provide the requisite proof of English language competency by the application deadline may nevertheless be considered for admission, provided that proof of registration for one of the aforementioned tests has been enclosed with the application. Proof of English language competency must be subsequently submitted without undue delay and no later than 31 May.

7. Master of Arts in International Business and Sustainability (MIBAS)

The following special admission requirements shall apply to the consecutive Master of Arts in International Business and Sustainability (MIBAS):

- a) a first higher education degree in socioeconomics or an equivalent social sciences, economics, or law degree. Graduates from other academic degree programs may be admitted, provided that they can demonstrate sufficient business administration knowledge.

In order to demonstrate sufficient business administration expertise, applicants who did not have a concentration in this field must substantiate that they successfully passed relevant examinations accounting for at least 12 ECTS credits from at least four of the following areas: business administration foundation course, balance sheets, financing, investment, marketing, business management, management accounting, HR, organization, information systems, production, and taxation.

- b) English language proficiency substantiated in one of the following ways:
- a higher education degree in an English language degree program
 - five years of English instruction at a German school
 - Paper-Based TOEFL Test: 580 points with a score of 45 in the essay (TWE score)
 - TOEFL Internet-Based Test: 92 points with at least 22 points per skill (listening, writing, speaking, and reading)
 - International English Language Testing System (IELTS)—Academics: Band 6.5, Good Competent User, with at least 6.0 per skill
 - Cambridge Certificate of Advanced English (CAE): Results A, B, C
 - Proof of proficiency in English at a B2 level in the Common European Framework of Reference for Languages through a course at an accredited institution
 - or equivalent proof

English language competence must be substantiated at the latest upon enrollment.

8. Master of Arts in Human Resource Management

The following special admission requirements shall apply to the consecutive Master of Arts in Human Resource Management:

- a) a first higher education degree in socioeconomics or an equivalent social sciences, economics, or law degree from a higher education institution. In exceptional cases, graduates of other academic degree programs may be admitted. Applicants must also have relevant vocational training or relevant work experience (or completed a relevant internship) of at least six months.
- b) Moreover, fundamental interdisciplinary knowledge must be substantiated through the successful completion of courses totaling at least 25 ECTS credits in the following areas:
- human resource management (at least 5 ECTS credits)
 - employment law (at least 5 ECTS credits)
 - methods of empirical social research / statistics (at least 5 ECTS credits)

A maximum of 5 of the 25 ECTS credits in one of the areas may be subsequently verified no later than the end of the first semester.

The ECTS credits for the bachelor's thesis shall likewise be taken into consideration, provided that the thesis dealt with a human resources' topic.

9. Master of Arts in Labor, Economics and Society—Economic and Sociological Studies

The following special admission requirements shall apply to the consecutive Master of Arts in Labor, Economics and Society—Economic and Sociological Studies:

- a) a first higher education degree in socioeconomics or an equivalent social sciences or economics degree from a higher education institution. Applicants must verify their grade point average with certificates or a transcript of records.
- b) proof of at least 10 ECTS credits in sociology and economics respectively, with a minimum of 40 ECTS credits in total for the two disciplines

10. Master of Science in Health Economics and Health Care Management

The following special admission requirements shall apply to the consecutive Master of Science in Health Economics and Health Care Management:

- a) a first higher education degree in socioeconomics with a concentration in business administration or economics, a degree in business administration, economics, health economics, industrial engineering and management, or a comparable degree program
 - A degree program is considered comparable if the following fundamental subjects are included:
 - mathematics: minimum of 5 ECTS credits
 - statistics: minimum of 5 ECTS credits for descriptive statistics and 5 ECTS credits for inductive statistics
 - business administration: an in-depth introduction to management studies, minimum of 5 ECTS credits, as well as a module of management accounting / cost and performance accounting, minimum of 5 ECTS credits
 - Economics: microeconomics, minimum of 5 ECTS credits
 - All applicants must provide an overview of the modules included in their degree (transcript of records).
- b) written confirmation that the applicant has sufficient knowledge of English to follow economics classes in English, read specialist literature, and complete oral and written examinations in English

11. Master of Science in Interdisciplinary Public and Nonprofit Studies

The following special admission requirements shall apply to the consecutive Master of Science in Interdisciplinary Public and Nonprofit Studies:

- a) Applicants must have either
 - a bachelor's degree in socioeconomics (BA) from Universität Hamburg or from a comparable interdisciplinary socioeconomics degree programor
 - a degree in business administration, political science, law, social sciences, sociology, or economics
 - In exceptional cases, graduates of other academic degree programs may be admitted to the extent that any such program provides a meaningful basis for the Master of Science in Interdisciplinary Public and Nonprofit Studies.

- b) confirmation from the applicant that he or she is sufficiently proficient in English to actively participate in classes held in English, understand specialist literature in English, and present academic findings verbally and in writing (incl. examinations)

Section 2

Compensation for disadvantages

Upon the submission of an application, appropriate compensation for disadvantages shall be granted, provided that an applicant can credibly demonstrate that he or she has been placed at a disadvantage compared to other applicants as he or she is unable to substantiate special conditions of admission in the designated manner or within the designated period of time on account of a disability. The disability representative must be consulted pursuant to Section 88 subsection 3 HmbHG.

Section 3

Extended submission deadlines

In the event of outstanding examinations from the first higher education degree, admission to a master's degree program may be applied for in accordance with the provisions set forth in Section 39 subsection 2 HmbHG if based on the course of studies to date and in particular a student's examination performance to date, it can be expected that a student will receive his or her degree by the end of the first semester of the master's degree program. Admission to the program may be permitted on the condition that the degree has been awarded by the end of the re-enrollment period for the second semester of the master's degree program.

Section 4
Effective date

The Revised Bylaws Regarding the Special Conditions of Admission shall become effective on the day following official publication by Universität Hamburg.

Hamburg, 13 February 2017
Universität Hamburg