

The following Admission Regulations (German: Zulassungssatzung) were verified and approved by the Senate at its 397th meeting on 19 February 2020.

Only the German version of this document is legally binding!

Prof. Dr Ulrich Brecht
Prorektor (Pro-Vice-Chancellor)
Studium und Lehre (Academic Development and Education)

Student Selection and Admission Policy of the
Hochschule Heilbronn
Technik • Wirtschaft • Informatik
for the following

Bachelor's programmes:

**Automotive Systems Engineering (ASE-B),
Electrical Systems Engineering (ESE-B),
Maschinenbau (Mechanical Engineering, MB-B),
and
Mechatronik und Robotik / Mechatronics and Robotics (MR-B)**

of 31 May 2006

as amended on 21 January 2020

In accordance with § 8(5) and § 63(2) of the “Gesetz über die Hochschulen und Berufsakademien in Baden-Württemberg” (Law on Universities of Applied Sciences and Vocational Colleges in Baden-Württemberg - Landeshochschulgesetz - LHG) of 1 January 2005 (GBl, p. 1), last amended by Article 2 of the “Chancengleichheits und ÄnderungsG” (Equal Opportunities and Amendment Act) of 23 February 2016 (GBl, p.108), §§ 6 and 11 of the “Hochschulzulassungsgesetzes” (Higher Education Admissions Act - HZG) of 15 September 2005 (GBl, 2005, p. 630), last amended by Article 7 of the Third “HochschulrechtsänderungsG “ (Higher Education Rights Amendment Act) of 1 April 2014 (GBl, p.99), § 5, 6, 8 and 11 of the “Hochschulzulassungsgesetz” (Higher Education Admissions Act - HZG), last amended by Article 2 of the “HoFV-BegleitG” (Accompanying Act to the Higher Education Financing Contract - HoFV-BegleitG) of 5 May 2016 (GBl, p.313), § 10(5) of the “Hochschulvergabeverordnung “ (Higher Education Allocation Regulation - HVVO) of 13 January 2003 (GBl, 2003, p. 63), last amended §§ 14, 19, Annexes 1 and 2 by the “Änderungsverordnung” (Amendment Ordinance) of 11 June 2015 (GBl, p.396), as well as the “Zulassungs- und Immatrikulationsordnung der Hochschule Heilbronn” (Admission and Registration Regulations of the University of Heilbronn) of 8 June 2011, last amended by the “Änderungssatzung” (Amending Policy) of 6 May 2016, the Senate of the “Hochschule Heilbronn - Technik, Wirtschaft und Informatik” (University of Applied Sciences of Heilbronn) approved the following Policy on 19 February 2020.

§ 1 Procedure

- (1) In the ASE-B, ESE-B, MB-B and MR-B programmes, 90% of the available places ("Studienplätze") are allocated based on a selection procedure.
- (2) Participation in the selection procedure is limited to the first two programmes of study specified in the application for admission.
- (3) The "Fakultätsrat" (Faculty Board) shall decide whether or not to offer the Basic Study Period in English for the programmes of study listed in §1(1) above by 15 April for the winter semester and by 15 October for the spring/summer semester.

§ 2 Pre-university work placement

- (1) The aim of the pre-university work placement is to acquire and foster technical and manual skills of the respective field of study. For applicants of the degree programmes "Mechanical Engineering", "Automotive Systems Engineering", "Mechatronics and Robotics / Mechatronics and Robotics" and "Electrical Systems Engineering" a pre-university work placement is recommended.
- (2) In order to gain an insight into the organisation and processes of manufacturing and industrial companies, students should spend a minimum of 30 days on a pre-university work placement.
- (3) The "Praktikantenämter" (Interns' Offices) of the respective degree programmes decide on the contents of the pre-university work placements.

§ 3 Selection Committee

- (1) A Selection Committee is appointed for each degree programme to facilitate the selection process. The Selection Committee consists of two full-time professors of the programme. The members are appointed by the respective "Fakultätsrat" (Faculty Council). The Selection Committee shall submit the ranking list to the governing board of the University in accordance with § 5. The Vice-Chancellor selects the candidates based on the recommendations of the Selection Committee.

At the end of a cycle, the Selection Committee reports to the governing board of the University and the respective Faculty Board on their experience with the selection process.

§ 4 Selection criteria

- (1) The University requires applicants for the degree programmes taught in German and for the "Grundstudium" (Basic Study Period) in German of programmes that also offer an alternative Basic Study Period in English to have a good knowledge of German. Notwithstanding § 4 (2)(3) Sentence 2, first half-sentence, of the "Zulassungs- und Immatrikulationsordnung der Hochschule Heilbronn" (Admission and Registration Regulations of the University of Heilbronn), international or stateless applicants with a non-German university entrance qualification may submit their application for admission to degree programmes by providing evidence that they have passed a German language

test for admission to higher education with an overall score of at least DSH-1, or that they have passed a German language test in accordance with the "Rahmenordnung über Deutsche Sprachprüfungen für das Studium an deutschen Hochschulen" (Framework Regulations on German Language Tests for Studies at German Universities - approved by HRK on 08 June 2004 and by KMK on 25 June 2004 as amended) at level B1.2/B2 of the Common European Framework of Reference (CEF).

Exemptions from the requirements set out in the first sentence of this paragraph will be considered for applicants who:

- a) have the equivalent of a German Higher Education Entrance Qualification,
 - b) have international qualifications that comply with § 3 (4th indent) of the agreement "Zugang von ausländischen Studienbewerbern mit ausländischem Bildungsnachweis zum Studium an deutschen Hochschulen: Nachweis der deutschen Sprachkenntnisse "(Admission for international applicants with international qualifications to study at German higher education institutions: proof of German language proficiency - Resolution of the "Kultusministerkonferenz" (Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany) of 02.06.1995 as amended).
- (2) In exceptional circumstances and subject to the provisions of §1(4), the Selection Committee may, notwithstanding the provisions of para. 1, decide to admit applicants to the Basic Study Period in English if they can provide evidence of English language proficiency by means of a recognised certification procedure. The certification process is set out in the Annexe "English language proficiency criteria for degree programmes with a Basic Study Period in English ". Notwithstanding Section 4 (2) No. 3 Sentence 6, first half-sentence, of the "Zulassungs- und Immatrikulationsordnung der Hochschule Heilbronn" (Admission and Registration Regulations of the University of Heilbronn), international or stateless applicants with a non-German university entrance qualification may submit their application for admission to degree programmes by providing evidence that they have passed a German language test for admission to higher education with an overall score of at least DSH-1, or that they have passed a German language test in accordance with the "Rahmenordnung über Deutsche Sprachprüfungen für das Studium an deutschen Hochschulen "(Framework Regulations on German Language Tests for Studies at German Universities - approved by HRK on 08 June 2004 and by KMK on 25 June 2004 as amended) at level B1.2/B2 of the Common European Framework of Reference (CEF).
- (3) Applicants shall be selected on the basis of a ranking list as set forth in § 5 and in accordance with the criteria as set out in § 4.
- (4) Applicants will be ranked based on the grade of their "Hochschulzugangsberechtigung" (Higher Education Entrance Qualification - HZB) and, if applicable, based on whether they have completed a technical vocational training programme or have a MINT-EC certificate.
- (5) Applicants who, pursuant to § 1, have the required knowledge of German and wish to complete the Basic Study Period in English must provide evidence of their English language proficiency by means of a recognised certification procedure. The certification procedures are listed in the Annexe "English language proficiency criteria for degree programmes with a Basic Study Period in English ".

§ 5 Ranking procedure

- (1) Applicants are placed in rank order according to an overall score based on the criteria set out in § 4 (4) on the basis of the following measures:
- HZB (Higher Education Entrance Qualification) score
 - If applicants have completed a technical vocational training programme, their HZB score will be improved (lowered) by a tenth.
 - If applicants submit a MINT-EC certificate (<https://www.mint-ec.de>), their HZB score will be

improved (lowered) by a fifth.

The value is calculated to one decimal place. It is not rounded.

When offering a place on a programme in accordance with § 1, applicants with the lowest adjusted score as per § 5 (1) shall be given priority. In the event of equal ranking, the order of precedence shall be determined in accordance with § 16 HVVO (Higher Education Allocation Regulation).

§ 6 **Effective date**

- (1) These Regulations shall enter into force on the day following their publication. They shall apply for the first time to the selection procedure for the winter semester 2020/21.
- (2) These Regulations shall supersede the Admission Regulations of 8 February 2017.

Heilbronn, 19 February 2020

Prof. Dr-Ing. Oliver Lenzen
Rektor (Vice Chancellor)

In accordance with the publication rules of the University of Applied Sciences Heilbronn of 28 June 2017, these Regulations are hereby made publicly available.

Heilbronn, 4 March 2020

For the Prorektorat Studium und Lehre
(Prorectorate Academic Development and Education)

Prof. Dr Ulrich Brecht

Annexe

English language proficiency criteria for degree programmes with a Basic Study Period in English

to the

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as amended on 21 January 2020

All non-native English-speaking applicants are required to provide a valid TOEFL certificate with a minimum score of 550 (paper-based version), 213 (computer-based version) or 79 (internet-based version) as proof of English language proficiency.

The University also accepts the following English language tests: Cambridge Certificate (Certificate of Advanced English (CAE)) with a minimum score of C (passed), TOEIC test with a minimum score of 730, IELTS Test Level 6.0, Oxford Test of English with a minimum score of 120 and B2 in all components. Alternatively, applicants must prove that they have spent at least one year in an English-speaking country by providing evidence of their enrolment at an English-speaking university, work references or comparable documents.