



Official Announcement

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Regulations governing the implementation of the university's internal selection procedure for the Master's program in International Management, Marketing, Entrepreneurship dated 6 June 2018

Content

- § 1 Scope
- § 2 Deadlines; Application
- § 3 Selection Procedure
- § 4 Compilation of the Ranking List for the Selection Decision
- § 5 Completion of the Selection Procedure
- § 6 Entry into Force

Based on the Higher Education Admission Act of the state of Saxony-Anhalt (HZuLG LSA) dated 12 May 1993 (Official Gazette, Saxony-Anhalt (GVBl. LSA), p. 244), last amended by the Higher Education Admission Reform Act dated 3 May 2005 (GVBl. LSA, p. 250) and the Ordinance on the Award of University Places LSA (HVVO) dated 22 June 2012 (GVBl. LSA, p. 232), Otto von Guericke University Magdeburg has enacted the following general regulations governing the implementation of the university's internal selection procedure for study programs subject to local admission restrictions.

§ 1

Scope

These regulations govern the admission procedure for the Master's degree program in International Management, Marketing, Entrepreneurship at Otto von Guericke University Magdeburg, which is subject to local admission restrictions.

§ 2

Deadlines; Application

The duly completed application for admission or the online application must be received for the winter semester by the **15 July** of the year in question and for the summer semester by the **15 January** of the year in question by the Department of Academic Affairs at Otto von Guericke University Magdeburg (cut-off date). The certified copy of the admission qualification for the Master's degree program or the proof of existing credits achieved (full transcript of records) plus any other proofs required by the clauses governing admission to the course

in the admission requirements (such as letter of motivation and proof of English-language skills) must also be submitted to the Department of Academic Affairs responsible for admission by the above-mentioned deadlines.

§ 3

Selection Procedure

(1) The selection procedure is undertaken by the Faculty in accordance with the provisions of the Ordinance on the Award of University Places for the state of Saxony-Anhalt. To participate in the selection procedure, candidates must have applied for a place in due form and before the deadline and must meet the requirements of § 4 of the Study and Examination Regulations, which governs admission to the program.

(2) Due to the international nature of the program, 40% of the places are awarded to foreign applicants. If insufficient applications have been submitted by the deadline by foreign or domestic candidates respectively, then the remaining places will be awarded accordingly to candidates from the other group.

(3) Initially, a list of candidates will be drawn up from the applications submitted in due form and by the deadline. Whether or not an applicant is included in the list depends on the relevance of their previous course of study or the course of study for which a full transcript of records has been supplied. If the course is relevant, the applicant will be included in the list of candidates.

(4) For those applicants included in the list of candidates, the selection committee will then draw up ranking lists of German and foreign applicants based on the selection criteria set out in § 4.

§ 4

Compilation of the Ranking List for the Selection Decision

(1) The ranking list is drawn up on the basis of points that are awarded using the following criteria. Candidates may be awarded a maximum of 99 points.

1. Final grade awarded for the previous course of studies in a relevant program [maximum of 50 points] using the following formula: $(50 - ((\text{grade} - 1.0) \cdot 15))$
2. Quality of the letter of motivation [maximum 49 points], particularly with regard to the 4 questions below. The letter of motivation may not be longer than 450 words.
 - i. What personal skills do you possess that would be particularly useful on the IMME program and which would guarantee future professional success in the fields of International Management, Marketing and Entrepreneurship?
 - ii. Which skills did you acquire in your previous course of study that would be of particular importance for successfully completing the IMME program?
 - iii. What are your expectations of the IMME program in terms of content, methodology and course progression?
 - iv. What are the professional and academic expectations that you associate with the successful completion of the IMME program?

(2) Where candidates are ranked equally, the provisions of the HVVO-LSA must be applied.

§ 5

Completion of the Selection Procedure

(1) The award procedure is completed when

- the reserve lists are exhausted or
- all available places have been filled through enrollment.

(2) The award procedure should be completed when continuing it no longer seems practical in view of the number of places still available or the program start date.

§ 6

Entry into Force

These regulations shall enter into force on the date of their publication in the Official Announcements of Otto von Guericke University Magdeburg.

Issued by virtue of the resolutions of the Faculty Council of the Faculty of Economics and Management dated 6 June 2018 and the Senate of Otto von Guericke University Magdeburg dated 20 June 2018.

Magdeburg, 22 June 2018

Prof. Dr.-Ing. habil. Dr. h. c. Jens Strackeljan

President of Otto von Guericke University