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2023 Regulations Governing Admission to
the Master's Degree Program in International
Management at the Faculty of Wiesbaden
Business School at RheinMain University of
Applied Sciences

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Announcement

Pursuant to Art. 1 of the bylaws of RheinMain University of Applied Sciences concerning the announcement of its bylaws dated June 4, 2013 (StAnz. dated July 29, 2013, p. 929), the 2023 Regulations for Admission to the Master's Degree Program in International Management at the Wiesbaden Business School, RheinMain University of Applied Sciences, are published herewith.

Wiesbaden, May 16, 2023

Prof. Dr. jur. Eva Waller
President of RheinMain University of Applied Sciences

General Provisions for Admissions Regulations to Master's Degree Programs

Preamble

Pursuant to Art. 36 Para. 2 No. 2 of the Hessian Higher Education Act (HHG) in the version dated December 14, 2009 (GVBl. I p. 666), amended by Art. 1 of the law dated November 30, 2015 (GVBl. I p. 510), the Senate at RheinMain University of Applied Sciences, based on the resolution of July 12, 2016, has passed the following General Provisions for Admissions Regulations to Degree Programs (AB ZuSa -) which were approved by the President's Council on July 19, 2016 in accordance with Art. 37 Para. 5 HHG. They include the regulations for admission which are binding on all faculties and degree programs at the RheinMain University of Applied Sciences. They are part of the respective admissions regulations and are supplemented by the regulations for the specific degree programs which the faculties themselves define in the Special Provisions for Admission.

The General Provisions for Admissions Regulations are in compliance with the requirements of the Common Structural Guidelines for the Accreditation of Bachelor's and Master's Degree Programs of the Federal States of Germany dated October 10, 2003 in the version dated February 4, 2010 and the Structural Guidelines of the State of Hesse as a supplement to the "Common Structural Guidelines for the Accreditation of Bachelor's and Master's Degree Programs of the Federal States" dated May 26, 2010.

2023 Regulations Governing Admissions to the Master's Degree Program in International Management at the Faculty of Wiesbaden Business School at RheinMain University of Applied Sciences

Preamble

To supplement the Examination Regulations for the Master's Degree Program in International Management, on December 20, 2022 the Faculty Council of the Wiesbaden Business School at the RheinMain University of Applied Sciences issued the following regulations pursuant to Art. 50 Para. 1 No. 1 of the Hessian Higher Education Act (HessHG) in the version dated December 14, 2021 (GVBl. p. 931), last amended by the law dated April 1, 2022 (GVBl. p. 184). It was passed during the 203rd session of the Senate of the RheinMain University of Applied Sciences on February 14, 2023 and approved by the President's Council on February 21, 2023 (Art. 43 Para. 5 HessHG).

Insofar as there are discrepancies between the General and the Special Provisions for Admissions Regulations, the General Provisions for Admission are generally to take precedence, unless the General Provisions contradict the Common Structural Guidelines for the Accreditation of Bachelor's and Master's Degree Programs. In this case, the Special Provisions are to take precedence insofar as they comply with the Common Structural Guidelines for the Accreditation of Bachelor's and Master's Degree Programs.

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Art. 1 Applications and Admission

(1) Admission to the degree program requires proof of an initial professionally qualifying university degree which meets the definition from Level 1 of the Qualification Framework for German university degrees. This could be a Diploma, a Bachelor's degree or any comparable degree. The requirements of the initial professionally qualifying university degree (knowledge and comprehension, commitment, applying and producing knowledge, communication and cooperation, scientific self-understanding and professionalism) along with the subject-specific skills are stipulated in the Special Provisions for Admissions.

(1) The Master's Degree Program in International Management is a consecutive degree program which builds upon an initial professionally qualifying university degree and which requires corresponding prerequisite knowledge to be successfully completed. Admission requires proof that these prerequisites have been acquired with the initial professionally qualifying university degree. The prerequisites have been met if the applicant has completed the Bachelor's Degree Program in International Management at the RheinMain University of Applied Sciences or, alternatively, a comparable degree program in economics. A degree program is comparable if the following skills have been provably acquired:

Broad, integrated discipline-related knowledge of the subject and understanding of the basics of economics in the most up-to-date manner, and a critical comprehension of the most important theories, principles and methods of the subject, enabling the applicant to solve and explain complex problems, especially including skills in the following fields:

1. International financial management,
2. International accounting and controlling,
3. International marketing,
4. International economic relations.

If the application documents do not allow for a conclusive decision to be reached regarding the skills named above, the applicant will be invited to an application interview. Art. 4 of these regulations provides more details.

(2) Where the required skills are not sufficiently present at the scale of up to 30 credit points, the Special Provisions may require that these skills be obtained subsequently. If the Special Provisions provide for a conditional admission in this case, notwithstanding Art. 3 Para. 2 the admission will expire with future effect if the skills are not obtained by the deadline set.

(3) For degree programs in the arts, the Special Provisions for Admission can provide for the admission of applicants into a master's degree program where the applicants can show in an aptitude test that they possess knowledge and achievements which correspond to those of an initial university degree in a field relevant to the degree program being applied for. More details regarding the conditions and the content of the aptitude test are to be stipulated in the Special Provisions for Admission.

(4) In the Special Provisions for Admission, a certain overall evaluation of the initial professionally qualifying university degree can be requested.

(5) The Special Provisions for Admission stipulate whether a consecutive Master's degree program is in question, or one that does not build on the preceding Bachelor's degree. In the latter case, in the Special Provisions for Admission the necessary professional experience is to be stipulated.

(6) Applicants are to submit a timely application in keeping with the RheinMain University of Applied Sciences' application regulations valid at the time of application. The respective valid regulations can be found on the RheinMain University of Applied Sciences' website (www.hs-rm.de/studienangebot).

(4) In order to be admitted, the applicant must have an overall grade of at least 2.2 in the initial professionally qualifying academic degree being submitted for purposes of admission.

(5) This is in reference to a consecutive Master's degree program.

(7) To be admitted to a higher semester, the recognition of prerequisites is additionally subject to the regulations of the RheinMain University of Applied Sciences' bylaws on the recognition of degrees, academic programs, examination results, and skills acquired outside the university environment – Credit Approval Regulations – in their respective valid version.

(8) The Special Provisions for Admission may stipulate that, along with the proof of an initial professionally qualifying certificate or degree, additional proof must be provided, to be defined more specifically in Art. 6-7 of these Provisions.

(9) In the case of degree programs with restricted admission, the admissions procedure is governed by the stipulations of the Enrollment Allocation Regulations of the State of Hesse in their currently valid version.

(10) The President is to decide regarding admission.

(8) For admission, proof of sufficient knowledge of English must be provided. Art. 6 of these regulations provides more details.

Art. 2 Recommendation for Admission

(1) The Dean's Office may form an admissions committee for each Master's degree program. If this does not occur, the respective Examination Board assumes the tasks of the admissions committee. If an admissions committee is formed, the members are to be determined in the Special Provisions for Admissions. If an admissions committee is formed, it must be composed of at least two persons in teaching positions. At least one professorial member must be included in the admissions committee. The Special Provisions for Admission may stipulate that additional members must belong to the committee. The procedure in the admissions committee is governed by the regulations of the bylaws on the organization of examinations at RheinMain University of Applied Sciences in the currently valid version, unless otherwise stipulated in these regulations.

(2) Based on the application documents submitted and proof of the prerequisites required, if necessary in addition to an admissions interview in accordance with Art. 4 or an aptitude test in accordance with Art. 5 of these Provisions, the admissions committee is to give a recommendation regarding admission to the degree program.

(3) The admissions committee is to conduct the selection procedure and make a decision based on its own expertise and using conscientious judgment. In the course of this, no schematic comparison of the applicants is to be made. The results of the selection procedure are to be immediately forwarded to the President.

(1) The Dean's Office is to form an admissions committee consisting of two members who are professors in the degree program in question.

Art. 3 Conditional Admission

(1) If the required certificates or proof of skills are not available by the decision-making date, the Special Provisions for Admission may require that enrollment be allowed on condition that the certificates or proof are furnished by a deadline to be determined, at the latest by the end of the second semester.

(2) If the certificates or proof of skills are not submitted by the deadline set, or do not fulfill the requirements, such as a required minimum overall grade, the admission expires retrospectively.

(1) If an applicant fails to provide the certificate of the initial professionally qualifying degree, the applicant may be admitted if recommended by the admissions committee, on the condition that the certificate with the required minimum overall grade is furnished at a later date. In this case, the last examination of the initial professionally qualifying degree program must have been taken before the first semester of the Master's degree program begins. A period of one semester is to be granted for submission of the certificate. Article 6 Para. 1 applies to the submission of proof of language skills.

Art. 4 Admissions Interview

(1) The Special Provisions for Admission may provide for admissions interviews to be carried out. In this case, they are to stipulate the circumstances which require applicants to undergo an interview. These admissions interviews are to be conducted by the responsible admissions committee.

(2) As a general rule, the invitation to an admissions interview is to be issued 14 days before the date of the interview.

(3) Admissions interviews are not to be conducted publicly by the admissions committee as individual conversations. Members of the Dean's Office and, where relevant, the Examination Board have the right to participate in the admissions interview.

(4) The content and the duration of the admissions interview are to be set forth in the Special Provisions for Admission.

(5) For every admissions interview, a professorial member is to take minutes which must especially record the names of the participants, the beginning and ending of the interview and its most important points.

(1) If the aptitude of the applicant cannot be conclusively assessed based on the documents submitted, the admissions committee is to invite the applicant to an interview in order to evaluate the applicant's skills in accordance with Article 1 Para. 1.

(4) The duration of an admissions interview is to be 15 minutes per applicant. During the admissions interview, the applicant's knowledge of business administration and economics are to be tested in the fields in which it was not possible to ascertain whether the prior knowledge had been acquired during the previous degree program in accordance with Art. 1 Para. 1. If, during the admissions interview, the admissions committee determines that the applicant has deficits in knowledge which are too great, the applicant cannot be admitted to the Master's degree program.

(6) Applicants who do not accept the invitation to be interviewed are not to be recommended for admission. If the applicant is unable to appear on the initial date due to illness or for other similar reasons beyond his/her control, the applicant is to be granted an alternate date. This alternate date is to be scheduled shortly after the initial date, so as to avoid delaying the admissions procedure. It is not to be later than two weeks after the initial date. The Special Provisions for Admission determine what proof is to be furnished for the reasons for non-attendance.

(6) Proof of the reasons may be provided in the form of an informal notification to the admissions committee.

Art. 5 Aptitude Test

(1) The Special Provisions for Admission may provide for an aptitude test to be conducted. In this case, they are to set forth the circumstances under which applicants are to be required to take an aptitude test.

(2) The Special Provisions for Admission are to set forth the specific content and the duration of the aptitude test.

(3) Assessment minutes are to be taken for each aptitude test, including in particular the names of the participants, the main content of the statements made during the aptitude test, and the evaluation of these statements. The minutes may be viewed by the applicant after completion of the proceedings.

Art. 6 Language Requirements

(1) If applicants are required to prove they possess certain foreign language skills, the Special Provisions for Admission are to stipulate the type and the scope of the foreign language skills of which proof must be provided, the way in which the proof is to be furnished and when it is required. If the Special Provisions provide for conditional admission in this case, the admission expires with future effect, notwithstanding Art. 3 Para. 2, if proof is not provided within the stipulated period.

(2) Foreign applicants must additionally prove that they have sufficient knowledge of German to study at a university. As a rule, the recognition of this proof of language skills is to be done by means of a German language examination for university enrollment (DSH examination) held at the language center, or an examination comparable to the DSH. The Special Provisions for Admission may provide for alternative arrangements in the case of degree programs in which the language of instruction is not German.

(1) A requirement for admission is proof of sufficient knowledge of English, corresponding to the C1 proficiency level as defined in the Common European Framework of Reference for Language Learning and Teaching. In this case, applicants must prove that they possess these skills by passing a standardized language test by the date of enrollment. A list of the currently recognized standardized language tests can be found on Wiesbaden Business School's website.

If the applicant's initial professionally qualifying degree was acquired with English as the language of instruction in an English-speaking country (Ireland, UK, USA, Canada, Australia or New Zealand), with corresponding certification, this is to be recognized as proof of sufficient knowledge of English.

(2) Proof of sufficient knowledge of German is not necessary, as English is the language of instruction in the degree program.

Art. 7 Further Special Requirements

Insofar as proof of additional prerequisites is required, the type of requirements and the overall scope of the proof to be provided is to be set forth in the Special Provisions of Admission. The Special Provisions are to stipulate the timeframe within which proof of the prerequisites is to be provided.

Art. 8 Effective Date

These regulations go into effect as of July 19, 2016, upon publication in the official announcements of the RheinMain University of Applied Sciences. The faculties' currently valid regulations governing admission are to be replaced by admissions regulations in line with these General Provisions for Admissions Regulations whenever changes are made, but at the latest at the time of re-accreditation. The currently valid regulations governing admissions are to apply until new admissions regulations go into effect.

Wiesbaden, January 24, 2017

Representing the President: Prof. Dr. Msc.
Christiane Jost

These regulations go into effect on May 1, 2023, upon publication in the official announcements of the RheinMain University of Applied Sciences, and apply for the first time to enrollment in the 2023-24 winter semester.

Wiesbaden, May 16, 2023

Prof. Dr. MSc. Christiane Jost
Vice President of RheinMain University of Applied
Sciences

Prof. Dr. Till Dannewald
Dean of the Faculty of Wiesbaden Business School