

Admissions Regulations of the Hochschule für Jüdische Studien, Heidelberg to the consecutive Master's Programme in Jewish Civilisations (Partnership Programme)

The following translation of the Admissions Regulations for the Master Degree in Jewish Civilizations is provided here only to give students a better understanding of the contents of the original German document. Only the German version is legally binding.

§ 1 Area of Application

For the consecutive Master's programme in "Jewish Civilisations", the Hochschule für Jüdische Studien, Heidelberg will allocate places according to the following rules.

§ 2 Application Deadlines and Form of Application

- (1) The application for admission, personally signed by the applicant, must be received by the Hochschule für Jüdische Studien, Heidelberg by post or fax by 15th July at the latest for the following winter semester or 15th January for the following summer semester.
- (2) The application should include the following documents:
 - (a) Evidence of compliance with the prerequisites for admission as laid out in § 3
 - (b) A letter of application
 - (c) A letter of motivation 2 – 3 sides of DIN A4 long
 - (d) A letter of recommendation from a qualified person

- (e) A declaration as to whether the applicant has lost his/her eligibility to be examined in the consecutive Master's programme in Jewish Civilisations or in a programme with essentially the same course content at a Hochschule in Germany or abroad or still has examinations to complete within this course of study.

§3 Prerequisites for Admission

(1) The prerequisites for admission are:

1. A high school leaving certificate including relevant subjects qualifying the candidate for entrance to university. For country-specific qualifications, please contact: stephanie.appel@hfjs.eu
2. A bachelor's degree with above average marks or equivalently recognised qualification in a relevant subject which involved at least three years of study and the accumulation of at least 180 ECTS points. Relevant disciplines include: cultural studies, social sciences, law, humanities subjects or theological studies eg. Jewish Studies, History, German studies and other subjects involving the study of literature, theology, philosophy, religious studies, Islamic studies, cultural studies, gender studies, art history and social sciences. The Admissions Board will determine whether a particular subject is to be considered a 'relevant subject' or not. The Vice-Chancellor will determine whether or not an application should be accepted.

(2) In calculating the above average result, the following should be taken into account:

1. A final mark which is above average (at least 2,3 according to the German marking system)
2. Evidence of which subject an applicant's final examination(s) were classified under by his/her university is a prerequisite for admission to this master's programme (ranking)

(3) The Examination Board should rule on whether or not the applicant's previous study should be considered an equivalent qualification/as being in a relevant subject as well as whether or not the qualification obtained is to be considered of a comparable nature. In deciding whether or not foreign qualifications should be accepted or not, the recommendations of the Minister of Education and the Arts as well as agreements within the framework of Hochschule partnerships should be taken into account. Cases where uncertainty exists will be referred to the Zentralstelle für ausländisches Bildungswesen (ZAB).

(4) Notwithstanding, §2, para. 2, admission to the consecutive master's programme in Jewish Civilizations may be granted if the B.A./equivalent qualification has not yet been awarded owing to individual examinations not yet having been completed and/or owing to the length of the previous course of study, examination results not yet having been released as long as the B.A./equivalent qualification will have been awarded/examination

results released before the intended start of the master's programme as the holding of a B.A./equivalent qualification and the standards which go together with this constitute a prerequisite for admission to postgraduate study, according to § 29, para. 2, sentences 5 and 6 of higher education legislation and § 3, para. 1 and 2 of these statutes. Admission in this instance should be granted on the proviso that evidence of the completion of the B.A./equivalent qualification and prerequisites which go together with it as § 29 of higher education legislation and § 3 paragraphs 1 and 2 of these statutes, will be provided in due course. Should the Candidate fail to provide the necessary evidence, this will result in the offer of admission being withdrawn.

§ 4 Admissions Process

- (1) On the recommendation of the Admissions Board, after consulting with other lecturers, the Vice-Chancellor will rule on admission to the Hochschule für Jüdische Studien.
- (2) An application should be rejected if:
 - (a) the normal prerequisites as stated in § 2 – 3 have not been complied with and/or
 - (b) the applicant has lost his/her eligibility to be examined in the consecutive master's programme in Jewish Civilizations or in a course of study with essentially the same subject content or still has examinations to complete within the course(s) of study

- (3) Admission is possible on the proviso that these prerequisites will be complied with before the start of the course

§ 5 Admissions Board

The Admissions Board consists of the Vice-Chancellor, two Hochschule lecturers, as per the statutes of the Hochschule für Jüdische Studien, Heidelberg § 3 para. 1, point 1 as well as a research associate. The Vice-Chancellor acts as the Chairman of the Board. His deputy as well as the other members of the Admissions Board and their deputies will be appointed for a period of two years by the Vice-Chancellor.

§ 6 Implementation

These regulations are effective as of 13th April 2011 for the admissions process for the Summer semester 2011.

Professor Dr. Johannes Heil

Vice-Chancellor