

**Technische Universität Dresden
Biotechnology Centre (BIOTEC)**

**Regulations for the admission to the master program of Nanobiophysics
at the Technische Universität Dresden**

(regulations governing admission criteria and procedure)

dated April 16, 2007
in the changed version of May 29, 2011

Pursuant to § 13 Abs. 4 and § 17 Abs. 6 of the *Sächsisches Hochschulgesetz - SächsHG* (Law on Institutions of Higher Education in the Free State of Saxony) of December 10, 2008, the Technische Universität Dresden enacts the Regulation Governing Assessment Tests below as statutes.

(In these regulations, masculine designations of persons also apply to female persons.)

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§ 1 Scope

Based on the provisions of the Saxon Law on Institutions of Higher Education, this regulation governs the type and the of admission criteria (assessment of aptitude) of the consecutive research-oriented Master program of Nanobiophysics at the Biotechnology Centre (BIOTEC) of the Technische Universität Dresden.

§ 2 Beginning of the Study Course

Pursuant to § 5 of the valid version of the study regulations for the Master program Nanobiophysics, admission is granted in the winter semester of each academic year.

§ 3 Admission Board

According to the regulation at hand, an admission board, whose members are assigned by the director of BIOTEC for the respective period, is responsible for the assessment of the aptitude of the applicants. The committee of the Physics department has the right to nominate one of its members, the examination committee / study committee have the right to nominate the remaining members. Principally, the admission board consists of 3 university teachers who lecture in the Master program Nanobiophysics. A university teacher of the cooperating university Katholieke Universiteit Leuven can be involved in the selection process. The admission board takes decisions as an appeal board regarding objections made against its decisions in the context of the admission procedure and issues the determinations regarding the protest procedures.

§ 4 Admission Requirements and Admission Procedure

(1) Applicant who fulfill the required admission criteria (qualifications) are admitted to the Master program of Nanobiophysics.

(2) To be qualified and, thus, eligible for admission to the Master program of Nanobiophysics in terms of (1), a candidate shall

a) furnish evidence of a first university degree in a natural science (generally Physics or Biophysics) or in an engineering science (typically Nanotechnology) or another university degree in a subject with comparable prerequisites, particularly in higher mathematics.

b) prove his proficiency in English unless English is his mother tongue.
Evidence may be furnished through common international language tests (preferably IELTS or TOEFL; IELTS: Level 6.0, TOEFL: 550 points [paper-based test] or 213 points [computer-based test]).

c) furnish evidence of his qualification for the Master's program Nanobiophysics pursuant to § 6.

- (3) Admission and registration of students to and in the Master program of Nanobiophysics is completed by the matriculation office of the Technische Universität Dresden in accordance with the valid matriculation regulations whose provisions remain unaffected by the regulation at hand. The proof documenting a student's aptitude granted in accordance with this Regulation is a prerequisite for admission to the Master program Nanobiophysics.

§ 5

Application and Deadlines

- (1) Pursuant to the regulations at hand, the application for admission to the aptitude assessment procedure for the Master program Nanobiophysics shall be sent to the following address in writing:

Master Nanobiophysics
BIOTEC – TU Dresden
Tatzberg 47/49
D-01307 Dresden
Germany

Deadline is May 31 of the respective year.

- (2) The applicants are required to enclose the following documents:

- a) filled in and signed English application form for the Master program;
- b) a certified photocopy of the applicant's university degree certificate(s) in German or English as well as an certified translation of the applicant's university degree certificate(s) in German or English, if applicable;
- c) certified transcripts of academic achievements proved in the subject areas mentioned in § 6 (1);
- d) certified photocopy of the certificate demonstrating the student's proficiency in English pursuant to § 4 (2) b;
- e) two letters of recommendation, preferably issued by university teachers, in German or English;
- f) certified photocopies of other proofs, as for instance, supplementary qualifications, extra-curricular achievements and activities or achievements and activities that are no university, career-orientated activities etc. which will give information on the student's special aptitude pursuant to § 4 (2) c, § 6 (1);
- g) CV in English with a detailed description of the applicant's educational background.

- (3) Applications which are incomplete or do not arrive in due form and time are excluded from the succeeding procedure. Furthermore applications, which do not fulfil the requirements stated in § 6 (3) 5 and 6 and in § 8 (2) 4, are also excluded.

- (4) Unless the university degree has been completed by the time of application pursuant to par. 2 b, the application is still considered on condition that 80 per cent of the credit points, which are necessary for the completion of the course, have been acquired. The applicant needs to provide evidence of this issued by his university through an original or certified certificate. The necessity of providing all other aforementioned documents, pursuant to par. 2 and 3, remains unaffected by this fact.

§ 6

Proof and Assessment of Aptitude

- (1) The applicant's aptitude for the Master program Nanobiophysics pursuant to § 4 (2) c is proven by sound basic knowledge of the fundamentals of classical physics with mechanics, electrodynamics, optics, thermodynamics and quantum theory as well as basic knowledge of biology and chemistry.
- (2) Whether the proof of aptitude is sufficient or not, is examined by the admission board on the basis of the documents submitted, in particular those documents pursuant to § 5 (2) c, e and f, but only if the requirements pursuant to § 4 (2) a and b are fulfilled. In case the documents do not attest to the special aptitude of the applicant, the admission board will invite the applicant to an admission interview. The applicant will receive a written invitation for the interview from the BIOTEC examination office in due time, at least 4 weeks before the date of the interview.
- (3) The interview is conducted following a defined layout and should not last longer than 30 minutes. It is exclusively conducted in English. Minutes of the detailed contents of the interview are taken by a member of the admission board. It includes the number of participants and the exact duration of the interview. Should the applicant not appear for the interview, he cannot claim an alternative date. If the applicant appears for the admission interview and cannot prove his aptitude pursuant to § 4 (2) c, the admission interview may be repeated once in the following year at the applicant's request. The application for it should be submitted in due time pursuant to § 5 (1). § 5 (2) is not applicable in these cases.

§ 7

Admission letter

- (1) If the applicant has proven his aptitude for the study course pursuant to § 4 (1), the admission board sends him an admission letter for the respective academic year. The admission letter serves as a document to be presented at the matriculation office of the TU Dresden and constitutes the required proof of eligibility of admission to the Master program. It is a prerequisite for the admission to and matriculation in the Master program Nanobiophysics.
- (2) Unless the first university degree is submitted by the time the admission procedures have been completed in the cases pursuant to § 5 (4), the applicant's aptitude is assessed and confirmed with the proviso that the applicant must produce proof of his degree pursuant to § 4 (2) a, § 5 (2) b within a fixed period of time. Unless proof is produced in due time, the admission letter is no longer valid. To be admitted to

the Master program Nanobiophysics, the applicant needs to reapply for the admission procedure pursuant to the regulations at hand. The application needs to be submitted within the stipulated period of time pursuant to § 5 (1). § 5 (2) a, c - g is not applicable in these cases. In case the applicant produces proof pursuant to § 4 (2)a, § 5 (2) b in due time, he is sent a confirmation by the BIOTEC examination office. This confirmation – in connection with the admission letter pursuant to sent. 1 and in derogation of par. 1 sent. 2 – constitutes the required proof of eligibility for the Master program.

- (3) If the applicant cannot prove his aptitude pursuant to § 4 (1), the Admission Board will also issue a written notice which is complemented by an information sheet on legal remedies. § 6 (3) sent. 5 and 6 remain unaffected.

§ 8

Entry into Force

- (1) The study regulations shall enter into force one day after their publication in the *Amtliche Bekanntmachungen* (Official Publications) of the Technische Universität Dresden.