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HOCHSCHULE OSNABRÜCK
UNIVERSITY OF APPLIED SCIENCES

Regulations Governing Entrance and Admission to the Master's Degree Program Land Use Transformation

*adopted by the Faculty Council of the Faculty of Agricultural Sciences and Landscape Architecture on
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§ 1 Scope of Application

- (1) These regulations govern entrance and admission to the Master's degree program "Land Use Transformation".
- (2) The admission requirements are defined by § 2.
- (3) ¹If more applicants meet the admission requirements than the number of places available, places will be allocated according to the results of the university's internal selection procedure (§ 4). ²If the number of applicants who meet the admission requirements is fewer than or equal to the number of places available, no selection procedure will take place.

§ 2 Admission Requirements

- (1) ¹To be eligible for admission to the Master's degree program "Land Use Transformation," applicants must
 - a) have obtained a Bachelor's degree or an equivalent degree in agricultural sciences, nutritional science and home economics, landscape planning, landscape development, open space planning, urban planning, geography, environmental engineering, environmental sciences, applied biosciences or in another suitable previous course of study
 - or
 - b) have obtained an equivalent degree in a relevant subject at another foreign higher education institution; equivalence is determined in accordance with the assessment proposals of the Central Office for Foreign Education at the Secretariat of the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany
 - and
 - c) demonstrate knowledge of the English language corresponding to at least level B2 of the Common European Framework of Reference for Languages (CEFR) by submitting a corresponding certificate or passing a written language competence test; the selection committee decides on exceptions in individual cases.

²The selection committee decides whether the subject of the previous studies is suitable. ³A positive assessment may be extended provisionally with the additional requirement to complete any missing necessary modules within two semesters. ⁴As a rule, students are required to pass the examinations from modules in the Bachelor's degree programs offered by the Faculty of Agricultural Sciences and Landscape Architecture at Osnabrück University of Applied Sciences. ⁵Provisional admission expires if the applicant fails to provide the required proof of fulfillment within one month after the end of the second semester after admission; the applicant is responsible for providing proof of fulfillment.

- (2) ¹If the Bachelor's degree has not yet been issued at the time of application, but at least 80% of the total required work has been completed, and the Bachelor's degree will be awarded by the end of the first semester of study at the latest, provisional admission will be granted. ²Provisional admission expires if the applicant fails to submit the final degree certificate within one month after the end of the first semester; the applicant is responsible for providing proof of degree completion.

§ 3 Start of Studies, Application Deadlines and Application

- (1) ¹The Master's degree program in Land Use Transformation begins each summer and winter semester. ²Applicants must submit their online application to the application portal of Osnabrück University of Applied Sciences by January 15 for the summer semester or July 15 for the winter semester, together with the application documents required below under Para. 2; ³Online applications submitted by international applicants with foreign certificates that are not equivalent to German certificates (nationals from non-EU/EEA states) must be received together with the required documents by April 1 for the winter semester and October 1 for the summer semester. ⁴The Dean's Office of the Faculty of Agricultural Sciences and Landscape Architecture can decide that applications from applicants with foreign certificates must be submitted via the uni-assist e.V. service center. ⁵The application only applies to the allocation of study places for the corresponding application deadline.
- (2) The following documents must be included with the application:
- a) proof of a university degree in accordance with § 2 Para. 1 a) or b) or – if this is not yet available – a certificate detailing the work completed, the credit points and the average grade in accordance with § 2 Para. 2 in conjunction with § 4 Para. 5
 - b) proof of knowledge of the English language according to § 2 Para. 1 c)
and
 - c) if applicable, evidence of relevant professional activities, experience abroad, further language skills and scholarships in accordance with § 4 Para. 3.
- (3) ¹Applications that are incomplete or not received in the correct form and on time will be excluded from the further procedure. ²All submitted documents remain with the university.

§ 4 Admission Procedure

- (1) If more applicants meet the admission requirements than there are places available, places are allocated according to the results of the university's own selection procedure.

- (2) A ranking list is compiled based on the final grade of the Bachelor's degree or comparable degree in accordance with § 2 Para. 1 a) or b) in combination with proof of relevant professional experience, experience abroad, further language skills and scholarships in accordance with Para. 3.
- (3) The ranking list as per Para. 2 is compiled by adding together all the points awarded according to the following point system:

Final Grade [in the German grading system; foreign grades will be converted]			Professional Experience	Experiences Abroad	Advanced Language Competences, Merit-Based Scholarships
	1,0	85	<p>Relevant professional experience after vocational training or university studies (based on the subjects listed in § 2 Para. 1 a):</p> <ul style="list-style-type: none">• ≥ 3 Months = 1 Point• ≥ 6 Months = 3 Points• ≥ 12 Months = 6 Points	<p>Time spent abroad (studying or working outside the country of usual residence):</p> <ul style="list-style-type: none">• ≥ 3 Weeks to 3 Months = 2 Points• ≥ 3 Months to 6 Months = 4 Points• ≥ 6 Months to 12 Months = 5 Points• ≥ 12 Months = 6 Points	<ul style="list-style-type: none">• Very good English at C1 level or higher (proof e.g. via TOEFL ≥ 94 points, IELTS ≥ 7.0) = 2 Points• Merit-based scholarship = 1 Point
	1,1	84			
	1,2	83			
	1,3	82			
	1,4	81			
	1,5	80			
	1,6	79			
	1,7	78			
	1,8	77			
	1,9	76			
	2,0	75			
	2,1	74			
	2,2	73			
	2,3	72			
	2,4	71			
	2,5	70			
	2,6	69			
	2,7	65			
	2,8	60			
	2,9	55			
	3,0	50			
	3,1	45			
	3,2	40			
	3,3	35			
	3,4	30			
	3,5	25			
	3,6	20			
	3,7	15			
	3,8	10			
	3,9	5			
	4,0	0			
Max 85 Points			Max 6 Points.	Max 6 Points.	Max 3 Points.

- (4) The available study places will be allocated based on the ranking list, starting with the highest score and working downwards.
- (5) If the degree diploma is not yet available at the time of application, but at least 80% of the total required work has already been completed, the average of those marks will be used as the basis for the ranking list in the selection procedure, regardless of whether the final grade differs therefrom.
- (6) ¹If there is a tie between individual candidates, the ranking on the list is determined by drawing names. ²Otherwise, the general provisions of the university's enrollment regulations remain unaffected.

§ 4a Priority Quota for International Applicants from Non-EU/EEA States

- (1) For international applicants and stateless applicants who possesses eligibility for admission from abroad and who are not equivalent to Germans, a priority quota is set according to section 7 paragraph 1 sentence 5 of Lower Saxony University Admissions Act [Niedersächsisches Hochschulzulassungsgesetz – NHZG].
- (2) The priority quota amounts to 50 percent of the total number of available places on the admission date.
- (3) The selection within the priority quota is made according to the rules of the points system in accordance with section 4 paragraph 2 in conjunction with section 4 paragraph 4. In the event of a tie, the decision will be made by lot.
- (4) Any remaining places within the priority quota will be added to the quota for the selection procedure in accordance with section 4.
- (5) Remaining places will be allocated by means of the ranking list of the quota to be set for the selection procedure as per section 4.

§ 5 Selection Committee

- (1) The Faculty of Agricultural Sciences and Landscape Architecture will form a selection committee to prepare the selection decision.
- (2) ¹The selection committee consists of three members with voting rights, who must belong to the university lecturers or staff groups, plus one member of the student group with an advisory vote. ²At least one member must belong to the university lecturers' group. ³Members are appointed by the Faculty Council of the Faculty of Agricultural Sciences and Landscape Architecture. ⁴The members' term of office lasts two years, that of the student member one year; reappointment is possible ⁵The selection committee will have a quorum if at least two members with voting rights are present.
- (3) The selection committee's tasks are:
 - a) Verification of the admission requirements, if necessary, with additional provisions,
 - b) Compilation of the ranking list,
 - c) Decisions regarding the admission or rejection of applicants, and
 - d) Written documentation and justification of those decisions.

§ 6 Notification of Decision, Successive Admission Procedure, Conclusion of Procedures

- (1) ¹Applicants who can be admitted will receive a written letter of admission from the university. ²This letter sets a deadline by which the applicant must declare in writing whether he or she accepts the study place. ³If this declaration is not submitted on time or in the correct form, the notice of admission becomes invalid. ⁴This legal consequence must be stated in the approval notice.
- (2) ¹Applicants who cannot be admitted as part of the selection procedure in accordance with § 4 will receive a rejection letter stating the rank achieved and the rank of the last admitted applicant. ²The notice of rejection must be accompanied by information on legal appeals. ³The letter also contains a request to declare in writing within a specific period of time whether the applicant wishes to

maintain their application for admission through the successive admission procedure [i.e. to join the waiting list]. ⁴If the applicant does not submit this declaration on time or in the correct form, he or she will be excluded from the successive admission procedure. ⁵This legal consequence must be explicitly stated in the letter.

- (3) The successive admission procedure is conducted based on the ranking list in accordance with § 4 Para. 2.
- (4) The admission procedures will be completed no later than two weeks after the start of lectures.

§ 7 Admission for Higher Semesters

- (1) The available study places in a higher semester with restricted admission are allocated to applicants in the following order:
 - a) applicants for whom a refusal of admission for personal reasons would mean particular hardship,
 - b) applicants in the same degree program, who
 - a)a) are or were enrolled at another German university, a university in another member state of the European Union or another state party to the Agreement on the European Economic Area,
 - b)b) are or were enrolled at a foreign higher education institution that does not fall under letter c)c) and hold German citizenship or equivalent to German citizens under admission law,
 - c)c) have been admitted for the first semester and can be placed in a higher semester
 - or
 - c) applicants who can assert other grounds.
- (2) Within each of the case groups in Para. 1, admission is determined by the social factors, especially familial and economic reasons which are decisive for the choice of location, the average grade in the case of equal results and, in the case of similar cases, ultimately by drawing names.

§ 8 Effective Date

These regulations come into force after their publication in the official gazette [Amtsblatt] of Osnabrück University of Applied Sciences with effect from the beginning of the application period for summer semester 2026.