

These regulations have been worded carefully to be up to date; however, errors cannot be completely excluded. The official German text available from L1 – Office of Legal Affairs and Academic Quality Management is the version that is legally binding.

**Regulations governing the Qualification Assessment
Process in the
Bachelor’s Degree Programme in Clean Energy Processes
(Bachelor of Science) at the Faculty of Engineering at
Friedrich-Alexander-Universität Erlangen-Nürnberg (FAU)
– EFV CEP –
Dated 4 March 2021**

Based on Section 13 (1) and Section 44 (1) and (4) of the Bavarian Higher Education Act (Bayerisches Hochschulgesetz, **BayHSchG**) in conjunction with Section 34 of the Qualification Regulations for Studies at Public Universities in Bavaria (Qualifikationsverordnung, **QualVO**), FAU enacts the following regulations:

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Section 1 Scope, Purpose of the Qualification Assessment Process

¹In order to start studying the Bachelor's degree programme in Clean Energy Processes in the first semester or to join at a later semester, students must fulfil all qualification requirements and pass the qualification assessment process pursuant to these regulations. ²During the qualification assessment process, applicants must prove that they meet the specific quality requirements of the degree programme in science subjects, are able to present scientific and technical problems in English clearly and in a problem-oriented manner and can therefore be expected to successfully complete the degree programme.

Section 2 Selection Committee

¹A selection committee consisting of at least one professor as the chairperson and at least two other normal members shall be responsible for organising and conducting the qualification assessment process. ²At least one of the normal members must be a professor, but the other may also be a research associate working at FAU who is eligible to administer examinations at the Department of Chemical and Biological Engi-

neering pursuant to Section 9 in the currently valid version of the General Degree Programme and Examination Regulations for Bachelor's and Master's Degree Programmes at the Faculty of Engineering at Friedrich-Alexander-Universität Erlangen-Nürnberg (FAU) – **ABMPO/TechFak** – dated 18 September 2007. ³Deputies shall be appointed for the chairperson and all other members. All members and their deputies shall be appointed by the Faculty Council of the Faculty of Engineering for a term of office of three years; re-appointment is permitted. ⁴The affairs of the committee shall be governed by Section 41 **BayHSchG** in conjunction with the currently valid version of Section 30 of the **Constitution of Friedrich-Alexander-Universität Erlangen-Nürnberg (FAU)** dated 20 June 2007.

Section 3 Admission to the Qualification Assessment Process

(1) ¹The qualification assessment process is held once every academic year for admission in the following winter semester. ²Applications for admission to the qualification assessment process should be submitted online within the deadlines announced according to local practice for the required semester, using the relevant forms (FAU application portal) and attaching the documents listed in (2). ³The committee may extend the deadline under certain circumstances.

(2) The application shall include:

1. Proof of attaining university entrance qualification,
2. Chronological curriculum vitae in English (in a tabular form),
3. Letter of application in English focusing on the applicant's suitability for the degree programme (max. 2 pages).

(3) In order to be admitted to the qualification assessment process, applicants must submit the documents listed in (2) to FAU via the application portal in due time.

Section 4 Details of the Qualification Assessment Process

(1) ¹There are two stages to the qualification assessment process. ²An overall score is determined for each stage. ³Applicants who have obtained at least 70 points after completing the second stage are deemed suitable and shall be provided with official notification to this effect. ⁴Applicants who obtain fewer than 70 points in the first or second stage are considered unsuitable and shall receive a letter of rejection giving reasons for the decision and information on legal remedies available.

(2) ¹The average grade of the applicant's university entrance qualification is converted to a scale of between 0 and 100, with 0 the worst and 100 the best possible score. ²The scale shall be set in such a way that the lowest possible pass mark for the university entrance qualification shall be awarded 40 points (see **Appendix** for conversion formula). ³In the case of a grade system differing from the grade scale commonly used in Germany, the conversion shall be conducted as set out in Section 3 of the **Appendix**.

Section 5 First Stage of the Qualification Assessment Process

(1) During the first stage of the qualification assessment process, a total score shall be derived as a weighted average of the following criteria:

1. Score for the university entrance qualification with a weighting of 50 %
2. Score for grade in mathematics with a weighting of 25 %
3. Score for grade in English with a weighting of 25 %.

(2) ¹Grades pursuant to (1) nos. 2 and 3 shall be calculated from the arithmetic average of all subject grades for each semester in the final years of senior school (Oberstufe) as stated in the applicant's university entrance qualification. ²Grades shall be converted to give a final score in accordance with Section 2 of the **Appendix**.

(3) ¹Applicants shall be considered unsuitable if their total score pursuant to (1) is less than 70. ²This shall also be the case for applicants who do not have the required grade in mathematics pursuant to (1). ³In this case the process shall be terminated and the applicant shall not be admitted to the degree programme.

(4) All other applicants shall proceed to the second stage of the qualification assessment process pursuant to Section 6.

Section 6 Second Stage of the Qualification Assessment Process

(1) During the second stage of the qualification assessment process, an overall score shall be derived from the total of the following criteria:

1. Score for university admission qualification (50 %)
2. Score for selection interview pursuant to (2) (50 %).

(2) ¹The selection interview shall be held in English. ²The date of the selection interview shall be announced at least one week in advance. ³If an applicant should be unable to attend due to reasons beyond their control, a second date may be set upon justified request up until two weeks before the start of the lecture period. ⁴The selection interview shall generally be held as an individual examination and have a length of approximately 15 minutes; it may be held as a group examination with a maximum of five applicants and a length of about 15 minutes per applicant. ⁵With the applicant's consent, the selection interview may also be carried out via video call. ⁶It shall be conducted by at least one member of the Selection Committee pursuant to Section 2 in the presence of an observer; Section 17 (4) **ABMPO/TechFak** shall apply accordingly. ⁷In particular, the selection interview is intended to determine whether the applicant can be expected to achieve the learning outcome of the degree programme by taking an independent and responsible academic approach.

(3) ¹In the selection interview pursuant to (1), applicants shall be evaluated according to the following criteria:

1. Standard of knowledge of mathematics, physics and chemistry (50 %)
2. Understanding of expected learning outcomes and content covered by the degree programme (discussion based on letter of application pursuant to Section 3 (2)(3)) (50 %).

²An individual grade and a score pursuant to the table for the conversion of university entrance qualifications shall be awarded for the selection interview, see Section 1 in the **Appendix**.

(4) ¹Applicants whose total score derived from both stages of the process totals 70 points or above after completing the second stage of the process shall be considered suitable. ²All other applicants shall be considered unsuitable.

Section 7 Record

¹An official record shall be produced of the qualification assessment process, showing the date, duration and place of the assessment, the names of the applicants and examiners and the decision of the selection committee in bullet points. ²The record shall

be signed by the chairperson of the committee or their deputy if the chairperson is unable to sign for any reason.

Section 8 Adjustments to Arrangements

Any adjustments to arrangements shall be governed by Section 2 of the **Bavarian Higher Education Admissions Law** in conjunction with the **Bavarian Higher Education Admissions Regulation**.

Section 9 Resitting the Qualification Assessment Process

Applicants may attempt the qualification assessment process one more time, at the soonest at the next date scheduled for the qualification assessment process.

Section 10 Legal Validity

¹These regulations shall come into effect on the day after their publication. ²They shall apply for the first time to prospective students applying to start studying in winter semester 2021/2022.

Appendix

Conversion formula

Different grades shall be converted to points on a scale ranging from 0 to 100 according to the provisions stipulated in Sections 1 to 3. 100 points shall correspond to the best possible grade attainable and 40 points to the lowest possible grade which still counts as a pass.

1. German grading system where 1 is the best and 6 the poorest grade

$$\text{Points} = 120 - 20 * \text{grade.}$$

Grades 1, 2, ..., 5 and 6 therefore correspond to 100, 80, ..., 20 and 0 points. Grade 4 corresponds to 40 points. As university admission qualifications are given with only one digit after the decimal point in German school-leaving certificates, there is no need to round to a whole number for the purpose of using the formula according to Section 1.

Example: Grades and score for university entrance qualification with grades between 1.0 and 4.0:

Grade of university entrance qualification	Score for university entrance qualification
1.0	100
1.1	98
1.2	96
1.3	94
1.4	92
1.5	90
1.6	88
1.7	86
1.8	84
1.9	82
2.0	80
2.1	78
2.2	76
2.3	74
2.4	72
2.5	70
2.6	68
2.7	66
2.8	64
2.9	62
3.0	60
3.1	58
3.2	56
3.3	54
3.4	52
3.5	50
3.6	48
3.7	46
3.8	44
3.9	42
4.0	40

2. German points-based system (e. g. in the final years of senior school) with 15 as the best and 0 as the worst possible achievement

$$\text{Score} = 10 + 6 * \text{points.}$$

3. Grades from other numerical grading systems are converted on the basis of the modified Bavarian formula; Section 12 (3) sentence 2 **ABMPO/TechFak** shall apply accordingly.

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Erlangen, 4 March 2021

Prof. Dr.-Ing. Joachim Hornegger
President

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