



Universität Hamburg

DER FORSCHUNG | DER LEHRE | DER BILDUNG

OFFICIAL TRANSLATION OF Satzung über besondere Zugangsvoraussetzungen für die Studiengänge der Fakultät für Wirtschafts- und Sozialwissenschaften

(Amtliche Bekanntmachung Nr. 71 vom 16. September 2024)

**THIS TRANSLATION IS FOR INFORMATION ONLY –
ONLY THE GERMAN VERSION SHALL BE LEGALLY VALID AND
ENFORCEABLE!**

Bylaws Regarding the Special Conditions of Admission for Degree Programs in the Faculty of Business, Economics and Social Sciences

dated 8 May 2024

On 16 July 2024 in accordance with Section 10 subsection 1 of the Hamburg higher education admissions act (Gesetz über die Zulassung zum Hochschulstudium in Hamburg, HZG) dated 28 December 2004 (HmbGVBl. p. 515), last amended on 18 May 2018 (HmbGVBl. p. 188), the University's Executive University Board ratified the Revised Bylaws Regarding the Selection Procedure and Criteria for Degree Programs in the Faculty of Business, Economics and Social Sciences adopted by the Faculty of Business, Economics and Social Sciences on 8 May 2024 pursuant to Section 91 subsection 2 number 2 of the Hamburg higher education act (Hamburgisches Hochschulgesetz, HmbHG) dated 18 July 2001 (HmbGVBl. p. 171), last amended on 11 July 2023 (HmbGVBl. p. 250, 254).

Section 1

Special conditions of admission

1. Master of Arts in International Criminology

The following special admission requirements apply to the consecutive Master of Arts in International Criminology:

- a) First higher education degree (e. g., bachelor's degree, degree from a university of applied sciences, *Diplom*, *Magister*, or *Staatsexamen* [state examination]) in the social sciences (e.g., sociology or political science), law, or another subject which provides a meaningful basis for the Master of Arts in International Criminology.
- b) Confirmation from the applicant of sufficient English proficiency to actively participate in classes held in English, understand specialist literature in English, and present academic findings verbally and in writing (including examinations).

2. Master of Arts in Journalism and Mass Communication

The following special admission requirements apply to the consecutive Master of Arts in Journalism and Mass Communication:

- a) A relevant first higher education degree
 1. in journalism, mass communication, or publishing or with a focus on mass communication. At least 40 ECTS credits must have been earned in journalism and/or mass communication courses. Media studies courses with a verified focus on social sciences or mass communication may be credited toward the requisite 40 ECTS credits,
 - or
 2. Courses which focus on journalism and/or mass communication completed as part of a social science degree. At least 45 ECTS credits must have been earned in social sciences courses and at least 18 ECTS credits in journalism and/or mass communication courses.
- b) Knowledge of empirical social research methods totaling at least 9 ECTS credits.
- c) Preprogram internships lasting at least eight weeks in the field of journalism, public relations, or media research, of which at least four weeks in the field of journalism. Applicants who are only able to verify a four-week internship may nevertheless be considered for admission provided that a letter of acceptance for an additional preprogram internship of at least four weeks is submitted with the application.
- d) Confirmation from the applicant of sufficient English proficiency to actively participate in classes held in English, understand specialist literature in English, and present academic findings verbally and in writing (including examinations).

3. Master of Arts in Political Science

The following special admission requirements apply to the Master of Arts in Political Science with areas of specialization in comparative and regional studies and international political theory:

- a) First higher education degree in political science or with a focus on political science or social sciences. This means that at least 45 ECTS credits must have been earned in political science or social sciences courses.
- b) Confirmation from the applicant of sufficient English proficiency to actively participate in classes held in English, understand specialist literature in English, and present academic findings verbally and in writing (including examinations).

- c) Evidence of knowledge in the following areas:
 - 1. Methods of empirical social research totaling at least 12 ECTS credits.
 - 2. Political theory and international relations totaling at least 15 ECTS credits.

4. Master of Arts in Sociology

The following special admission requirements apply to the Master of Arts in Sociology:

- a) First degree in sociology or with a sociology or social sciences focus
- b) Confirmation from the applicant of sufficient English proficiency to actively participate in classes held in English, understand specialist literature in English, and present academic findings verbally and in writing (including examinations).

5. Master of Science in Economics

The following special admission requirements apply to the consecutive Master of Science in Economics:

- a) First degree providing relevant knowledge obtained in one of three ways:
 - 1. Bachelor's degree program in economics at the University of Hamburg or a comparable degree program at another higher education institution
 - 2. Bachelor's degree program whose content goes beyond the basic fundamentals of economics Proof of knowledge, usually in the form of a transcript of records or similar documentation, for the following:
 - a. 2 courses in basic economics (e.g., microeconomics and macroeconomics),
 - b. 3 courses in mathematics, statistics, and econometrics, of which at least one course must be in mathematics and one course in statistics or econometrics.
 - c. 3 advanced classes in theoretical and applied economics with at least one class in theoretical economics and one class in applied economicsFor this, each course must be equivalent in content and scope to a lecture of 2 credit hours per week at the University of Hamburg. Performance in the aforementioned mathematical courses may alternatively be substituted with a GRE revised General Test with at least 155 points in the quantitative section, or at least 700 points on a GRE Mathematics Subject Test.
 - 3. From a mathematically oriented degree program's degree program (e.g., mathematics, business mathematics, or statistics). Proof of courses must be provided for the areas of linear algebra, analysis, and either statistics or econometrics. Performance in the aforementioned courses may alternatively be substituted with a GRE revised General Test with at least 155 points on the quantitative section or at least 700 points on a GRE Mathematics Subject Test.

- b) In addition, applicants must have adequate English-language skills. Adequate language proficiency may be demonstrated by any of the following:
 - 1. An internet-based TOEFL test (test date scores): 92 points with at least 22 points per skill (listening, writing, speaking, reading).
 - 2. International English Language Testing System (IELTS)—Academic: overall Band Score of at least 6.5 (Good Competent User) with at least 6.0 per skill
 - 3. Cambridge Certificate of Advanced English (CAE).
 - 4. Cambridge Certificate of Proficiency in English (CPE)
 - 5. Cambridge Higher Business English Certificate (BEC).
 - 6. University degree taught solely in the English language. Proof is provided in the form of a written confirmation from the university.

The test must have been taken within the last two years.

If the required proof of English language competence cannot be provided by the end of the application deadline, the applicant will still continue to be considered

for admission provided that proof of registration for one of the aforementioned tests has been enclosed with the application. Subsequent proof of English language proficiency must be submitted without undue delay and no later than 31 May.

- c) In individual cases, applicants may be considered whose qualifications are comparable to those listed in 5.a) above.

6. Master of Science in Politics, Economics and Philosophy (PEP)

The following special admission requirements apply to the Master of Science in Politics, Economics and Philosophy (PEP):

- a) University degree in economics from the University of Hamburg or in a comparable course of study at another university with a focus on economics or business studies, or a professionally qualifying university degree in political science from the University of Hamburg or in a comparable course of study at another university with a focus on political science, or a professionally qualifying university degree in philosophy from the University of Hamburg or in a comparable course of study at another university with a focus on philosophy.
- b) In addition, proof of knowledge, usually in the form of a transcript of records or similar documentation:
1. For applicants with a bachelor of science in economics from the University of Hamburg, a comparable degree from another university, or a comparable degree with a relevant economic focus:
 - a. Courses in mathematics, statistics, and econometrics of at least 15 ECTS credits.
 - b. Advanced classes in economics of at least 24 ECTS credits.
 2. For applicants with a university degree in political science from the University of Hamburg or in a comparable degree program at another university with a focus on political science: Courses in methods of empirical social research totaling at least 12 ECTS credits.
 3. For applicants with university degree in philosophy from the University of Hamburg or in a comparable degree program at another university with a focus on philosophy: Courses in formal methods (e.g., logic and argumentation theory, decision theory, mathematics) totaling at least 8 ECTS credits.
- c) In addition, applicants must have adequate English-language skills. Adequate language proficiency may be demonstrated by any of the following:
1. An internet-based TOEFL test (test date scores): 92 points with at least 22 points per skill (listening, writing, speaking, reading).
 2. International English Language Testing System (IELTS)—Academic: overall band score at least 6.5 (good competent user) with at least 6.0 per skill.
 3. Cambridge Certificate of Advanced English (CAE).
 4. Cambridge Certificate of Proficiency in English (CPE).
 5. Cambridge Higher Business English Certificate (BEC).
 6. University degree taught solely in the English language. Proof is provided in the form of a written confirmation from the university.

The test must have been taken within the last two years.

If the required proof of English language competence cannot be provided by the end of the application deadline, the applicant will still continue to be considered for admission provided that proof of registration for one of the aforementioned tests has been enclosed with the application. Subsequent proof of English language proficiency must be submitted without undue delay and no later than 31 May.

7. Master of Arts in Innovation, and Sustainability (MIBAS)

The following special admission requirements apply to the consecutive Master of Arts in International Business and Sustainability (MIBAS):

- a) First university degree in socioeconomics or an equivalent social sciences, economics, or law degree. In exceptional cases, graduates of other academic degree programs may be admitted.
- b) Applicants must demonstrate successful completion of examinations accounting for
 - 1. At least 15 ECTS credits from at least four of the following areas (business administration foundation course, balance sheets, financing, investment, marketing, business management, management accounting, HR, organization, information systems, production, or taxation) and
 - 2. At least 12 ECTS credits in academic methods (quantitative methods and/or qualitative methods).

All applicants must provide an overview of the modules included in their degree (usually a transcript of records or similar documentation).

- c) Proof of English language proficiency through one of the following tests at the level indicated:
 - 1. Revised TOEFL paper delivered test: at least 22 points per skill (reading, listening, writing).
 - 2. An internet-based TOEFL test (test date scores): 92 points with at least 22 points per skill (listening, writing, speaking, reading).
 - 3. International English Language Testing System (IELTS)—Academic: overall band score at least 6.5 (good competent user) with at least 6.0 per skill.
 - 4. Cambridge Certificate of Advanced English (CAE).
 - 5. Cambridge Certificate of Proficiency in English (CPE)
 - 6. Cambridge Higher Business English Certificate (BEC).

The test must have been taken within the last two years. Proof of English language proficiency must be provided at the time of application.

8. Master of Arts in Human Resource Management

The following special admission requirements apply to the Master of Arts in Human Resource Management:

- a) First higher education degree in socioeconomics or an equivalent social sciences, economics, or law degree from a higher education institution. In exceptional cases, graduates of other academic degree programs may be admitted. Applicants must also have relevant vocational training or work experience (or completed a relevant internship) of at least three months.
- b) In addition, fundamental interdisciplinary knowledge must be substantiated through the successful completion of courses totaling at least 30 ECTS credits in the following areas:
 - 1. Employment and labor law (at least 10 ECTS credits).
 - 2. Methods of empirical social research and statistics (at least 10 ECTS credits).

The ECTS credits for the bachelor's thesis will also be taken into consideration, provided that the thesis dealt with a human resources topic.

9. Master of Arts in Labor, Economics and Society (Economic and Sociological Studies)

The following special admission requirements apply to the consecutive Master of Arts in Labor, Economics and Society (Economic and Sociological Studies):

- a) First higher education degree in socioeconomics or an equivalent social sciences or economics degree from a higher education institution; Graduates of other degree programs may be admitted provided it may meaningfully serve as the basis for the master of science.
- b) Written confirmation that the applicant has sufficient knowledge of English to follow social sciences and economics classes, read specialist literature, and complete oral and written examinations in English.

10. Master of Science in Health Economics and Health Care Management

The following special admission requirements shall apply to the consecutive Master of Science in Health Economics and Health Care Management.

- a) First higher education degree in socioeconomics with a focus on business administration or economics or a degree in business administration, economics, health economics, industrial engineering and management, or a comparable degree program.

A degree program is considered comparable if the following fundamental subjects are included:

- 1. Mathematics: at least 5 ECTS credits.
- 2. Statistics: minimum of 5 ECTS credits for descriptive statistics and 5 ECTS credits for inductive statistics.
- 3. Business administration: an in-depth introduction to management studies with a minimum of 5 ECTS credits and a module on management accounting / cost and performance accounting with a minimum of 5 ECTS credits.
- 4. Economics: microeconomics with a minimum of 5 ECTS credits.

All applicants must provide an overview of the modules included in their degree (usually a transcript of records or similar documentation).

- b) Written confirmation that the applicant has sufficient knowledge of English to follow economics classes in English, read specialist literature, and complete oral and written examinations in English.

11. Master of Science in Interdisciplinary Public and Nonprofit Studies

The following special admission requirements apply to the consecutive Master of Science in Interdisciplinary Public and Nonprofit Studies:

- a) Applicants must demonstrate a first higher education degree that meets one of the following three criteria:

- 1. Bachelor's degree in socioeconomics from the University of Hamburg or in a comparable interdisciplinary socioeconomics degree program

or

- 2. Bachelor's degree in business administration, political science, law, social sciences, sociology, or economics.
- 3. In exceptional cases, graduates of other academic degree programs may be admitted to the extent that any such program provides a meaningful basis for the Master of Science in Interdisciplinary Public and Nonprofit Studies.

- b) Confirmation from the applicant of sufficient English proficiency to actively participate in classes held in English, understand specialist literature in English, and present academic findings verbally and in writing (including examinations).

Section 2

Reasonable accommodations

Reasonable accommodations will be granted where an applicant can credibly demonstrate that disability places them at a disadvantage compared to other applicants due to an inability to substantiate the admission requirements in the designated manner or within the designated period of time. Pursuant to Section 88 subsection 3 HmbHG, the disability representative must be consulted.

Section 3

Extended submission deadlines

If an applicant still has outstanding examinations that must be completed in order to acquire their first higher education degree, they may nevertheless apply for admission to a master's degree program pursuant to the provisions set forth in Section 39 subsection 2 HmbHG if, based on the course of studies and in particular on an applicant's examination performance to date, it can be expected that the applicant will reasonably receive their degree by the end of the first semester of the master's degree program. Admission to the program may be permitted on the condition that the degree will have been awarded by the end of the reenrollment period for the second semester of the master's degree program.

Section 4

Effective date

The Bylaws Regarding the Special Conditions of Admission shall become effective on the day following official publication by the University of Hamburg.

Hamburg, 16 September 2024

University of Hamburg