

(Version: 26 January 2024)

The German version of this document is the only *legally binding version*. This English translation is for your convenience only.

§ 1 Applicability

Admission to the master's programme Sociology of Inequality takes place in accordance with these regulations. The number of students accepted to the study programme is limited. If there are more applicants who meet the admission requirements as per § 4 than places, a university-internal selection process as per § 6 will take place. Selection decisions are made based on who has the greatest potential to meet the demands of the curriculum.

§ 2 Application and deadlines

(1) Students can be admitted to the master's programme Sociology of Inequality in the winter semester only. The application must have been received by the University of Konstanz by 15 April (cut-off-date). The application for enrolment, including all required documents, must have been received by the university by the announced date (cut-off date).

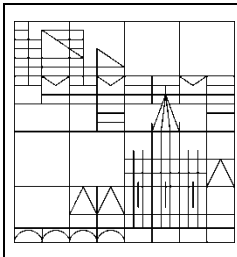
(2) If applicants cannot produce an examination certificate at this point in time, they must prove that they are likely to meet the admission requirements as described in § 4 by supplying documentation of their performance assessments to date. The entire final examination of the study programme which is the prerequisite for admission to the master's programme must have been completed before the start of the lecture period of the semester that was applied for. The examination certificate has to be submitted no later than two months after the start of the semester that was applied for. Enrolment can be granted under the condition that applicants document their qualifying degree within the time limit specified.

§ 3 Competencies

(1) The rector decides whether to accept or reject an application for admission based on the recommendations of an admissions committee.

(2) To prepare the selection decision, the Departmental Council appoints an admissions committee. The committee includes at least two academic staff members with main employment at the university. One member must be a professor.

(3) If applicable, the admissions committee decides whether the degree as per § 4 No.1 completed in a related study programme is comparable, and assesses the documentation regarding the admission requirements as per § 4 No. 3 and 4.



(4) After the admissions procedure has ended, the admissions committee informs the Departmental Council about the process and makes suggestions for the further development of the admission procedure.

(5) The members of the Departmental Council have the right to be present during the meetings of the admissions committee, but they are not eligible to vote.

§ 4 Admission requirements

The admission requirements for the master's programme Sociology of Inequality are:

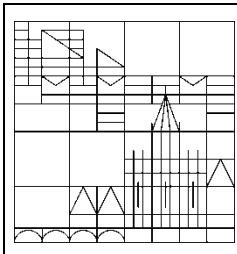
1. Documentation of a degree with an above-average grade ("good" = 2.5 or better) in a three-year (or more) study programme at a state, or officially recognized, institution of higher education in a subject relevant for the master's programme Sociology of Inequality, e.g. sociology, social science, political science, economics or a comparable programme (minimum degree: Bachelor of Arts [BA] or equivalent). The admissions committee decides whether applicants meet the requirements stated above. When recognizing BA degrees or equivalent degrees completed outside of Germany, the following have to be considered:

- Recommendations of the *Kultusministerkonferenz, Zentralstelle für ausländisches Bildungswesen* (Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany, Central Office for Foreign Education)
- Agreements on Equivalence of the Federal Republic of Germany
- Agreements with partner universities.

2. Adequate English language skills (active and passive) of at least level B2 of the Common European Framework of Reference for Languages documented by one of the following language tests (or equivalent):

- Five years of continuous English lessons in secondary education with a minimum grade of 9 points or "befriedigend" (satisfactory) or better (usually certified by the higher education entrance qualification)
- Successful completion of four or more courses taught in English in a previous study programme
- Cambridge First Certificate in English (FCE), at least grade C
- IELTS test result (International English Language Testing System), score 5.5 or better
- TOEFL test result (Test of English as a Foreign Language) of at least 87 points (internet-based), 227 points (computer-based) or 567 points (paper-based).

3. A transcript of records documenting knowledge in **at least two** of the three following fields: Sociological seminars, statistics, quantitative methods of empirical social research



4. A positively assessed letter of motivation showing the applicant's motivation and potential for the study programme.

§ 5 Form and components of application

(1) The application for admission must be submitted in the form requested by the university.

(2) As part of the online application, the following documents have to be uploaded:

a) Documentation of a BA degree with the grade 2.5 (good) or better in a subject relevant to the master's programme completed at a university, or recognized equivalent degree. If the BA degree has not yet been completed, applicants have to submit documentation of the performance assessments they have completed up to the application date as well as a preliminary overall grade, issued by the corresponding university.

b) Curriculum vitae

c) Documentation of adequate English language skills (active and passive) of at least level B2 of the Common European Framework of Reference for Languages.

d) A transcript of records documenting knowledge in **at least two** of the three following fields: Sociological seminars, statistics, quantitative methods of empirical social research

e) Letter of motivation showing the applicant's motivation and potential for the study programme. The template available on the department's website has to be used for this purpose.

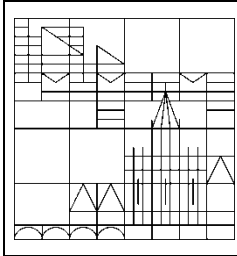
(3) The university may request that students present the original documents mentioned above when they enrol.

§ 6 Selection process and criteria

(1) If more applicants meet the admission requirements than there are places, a ranking list will be compiled.

(2) Applicants will only be considered in the selection process if they meet the admission requirements as per § 4 and have applied in due form and in due time (see §§ 2 and 5) and do not participate in the admission process in a special quota category.

(3) The admissions committee selects candidates for the remaining places as per para. 1 among all other applicants according to a ranking list based on the following criteria:



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1. Grade of the BA degree or equivalent.

The grade is converted into a scale from 0 to 10 based on the following formula:

$$P = 10 \frac{N_{\text{erreicht}} - N_{\text{min}}}{N_{\text{max}} - N_{\text{min}}}$$

P is the number of points to be calculated, Nmin is the minimum grade required to pass, Nmax is the best grade that can be achieved and Nerreicht is the grade that was achieved.

In case the examination certificate is not available by the application deadline, admission is based on the preliminary overall grade issued by the corresponding university.

2. For the fields listed in § 4 No. 3, one point is awarded for each documented field.
3. Letter of motivation: a total of up to 5 points can be awarded.

The points as per No. 1 to 3 are added together. Based on the total number of points achieved, the ranking list of the applicants will be compiled.

- (4) If two applicants achieve an equal position on the list, the selection will be based on the average grade of the university degree which is an admission requirement for this master's programme (see § 6 para. 4 sentence 4 *Hochschulzulassungsgesetz HZG* (state law on higher education admissions)). If the applicants still hold an equal position, lots are drawn as per § 33 para. 6 *Hochschulzulassungsverordnung HZVO* (provision on higher education admissions).
- (5) In addition to this, the following apply: regulations of the *Hochschulzulassungsgesetz HZG* Baden-Württemberg (state law on higher education admissions), the *Hochschulzulassungsverordnung Baden-Württemberg HZVO* (provision on higher education admissions) as well as the Admission and Enrolment Regulations (*ZImmO*) of the University of Konstanz as amended.

§ 7 Coming into effect

The German version of these regulations comes into effect the day after its publication in the "Amtliche Bekanntmachungen" (official announcements) of the University of Konstanz. It applies for the first time for the admission procedure for the winter semester 2024/2025. At the same time, the admission regulations for the master's programme Sociology of Inequality from 11 February 2022 ("Amtliche Bekanntmachungen" 7/2022), expire.

Note: The German version of these regulations was published in the "Amtliche Bekanntmachungen" (official announcements) of the University of Konstanz No. 4/2024 on 26 January 2024.