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The Foundation Council of Gottfried Wilhelm Leibniz Universität Hannover Public Law Foundation approved on 08.02.2024 the following eligibility and admission regulations for the consecutive master's degree programme Sustainable Engineering in accordance with section 18 paragraphs 8 and 14 of the Lower Saxony Higher Education Act (NHG) and section 7 paragraph 2 Lower Saxony University Admissions Act (NHZG) in conjunction with section 62 paragraph 4 sentence 1 of the NHG. These regulations shall take effect on the day following publication in the official bulletin of Gottfried Wilhelm Leibniz Universität Hannover.

Eligibility and Admission Regulations for the Consecutive Master's Degree Programme "Sustainable Engineering" at Leibniz University Hannover

The Faculty of Mechanical Engineering of Leibniz University Hannover resolved the following regulations in accordance with Section 18 paragraph 8 Lower Saxony Higher Education Act (NHG) and Section 7 Lower Saxony University Admissions Act (NHZG):

Section 1 Scope

- (1) These regulations specify eligibility to apply for and admission to the master's degree programme Sustainable Engineering.
- (2) The requirements for admission are specified in Section 2.
- (3) In the event that more applicants fulfil the requirements for eligibility to apply than there are places available, places shall be allocated according to a selection procedure determined by the university as specified in section 5. If fewer applicants fulfil the requirements for eligibility to apply than there are places available, no selection process shall be conducted.

Section 2 Requirements for eligibility to apply

- (1) In order to be eligible to apply to the master's degree programme in question, the applicant must have obtained
 - a) a bachelor's degree or an equivalent degree in the subject in question or in a suitable previous degree programme as per appendix 1 at a German university or at a university in a Bologna signatory country or
 - b) an equivalent degree in a suitable previous degree programme at a different university abroad in accordance with Appendix 1; equivalence shall be determined in accordance with the suggested evaluations issued by the Central Office for Foreign Education (ZAB) at the secretariat of the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany (KMK) (<http://anabin.kmk.org>).
- (2) In deviation to paragraph 1, applicants who have not yet completed their bachelor's or an equivalent degree at the time of application are eligible to apply if they have successfully completed 83.33% of all required coursework and assessments (i.e. at least 150 credit points in a degree programme with 180 ECTS credit points in total).
- (3) Applicants who cannot present evidence of either a German university entrance qualification or a bachelor's degree completed at a German university must additionally provide evidence of sufficient German language proficiency for the degree programme (level C1 CEFR). For details on the evidence to be presented, see: <https://www.llc.uni-hannover.de/en/language-examinations/accepted-language-certificates-at-the-luh>.
- (4) The decision whether the previous degree programme is suitable and whether the requirements for admission are fulfilled shall be made by the admissions committee (Section 3) For applicants who have completed a bachelor's degree or an equivalent degree in a suitable previous degree programme and who have not completely fulfilled the requirements for eligibility to apply as per Appendix 1, the decision

that their degree is suitable may be subject to conditions. The conditions set (at most 4 modules) must be fulfilled within 2 semesters of enrolment. Upon application, the examination board shall decide upon extension of this deadline in individual cases provided the applicant is not responsible for such neglect.

(5) The admissions committee may offer aptitude tests for specific degree programmes.

If no more than 4 conditions are to be fulfilled, the applicant shall decide within one week after announcement of the decision of the admissions committee between

- a) taking the aptitude test or
- b) fulfilling the conditions as per section 2 paragraph 4.

If it is necessary to set more than 4 conditions for the applicant despite a similar degree programme profile because the deviations to appendix 1 are too large, then the applicant may be admitted only upon passing the aptitude test. Applicants may resit the aptitude test once.

The aptitude test shall have the form of a 90-minute written examination; it shall review the fundamentals mentioned in appendix 1.

The applicants shall be invited to the aptitude test in writing and shall be admitted if they pass the aptitude test. An assessment evaluated as "insufficient" ("*nicht ausreichend*") has been failed.

(6) If an applicant has been granted refugee status and they fulfil the language requirements as per section 2 paragraph 3 and obtained their bachelor's degree at a university abroad, but are unable to submit the documents specified in section 4 paragraph 2, they may take an aptitude test in accordance with section 2 paragraph 5. The relevant supporting documents are to be submitted with the application.

Section 3 Admissions Committee

- (1) The admissions committee is appointed by the Faculty Council of the relevant faculty. It shall comprise at least two professors, at least one academic staff member, and one student acting in an advisory role. The members are appointed for a term of two years, the student member is appointed for one year; reappointment is possible. The selection committee has a quorum provided that at least two members entitled to vote are present and were invited in a timely manner.
- (2) The admissions committee may delegate subtasks of the assessment procedure to other members of Leibniz University Hannover (professors, academic staff members).

Section 4 Beginning of the degree programme and application deadline

- (1) Students may begin the master's degree programme in the winter or summer semester. Written applications from EU applicants, including the required documents specified in paragraph 2, must be received by the university by 15 July for the winter semester and by 15 January for the summer semester. Applications from non-EU applicants, including the required documents specified in section 2, must be submitted by 31 May for the following winter semester and by 30 November for the following summer semester.
- (2) Applications must be accompanied by the documents listed below; certified copies are required for certificates and official confirmations:
 - a) the certificate of results (Zeugnis) for the bachelor's degree programme or – if this is not yet available – confirmation of completed coursework and assessments,
 - b) curriculum vitae,
 - c) evidence as per section 2 paragraph 2 and
 - d) evidence as per section 2 paragraph 3.
- (3) Applications that are incomplete or do not meet the requirements regarding form or deadline may be excluded from the admissions procedure. The university will retain the submitted documents.

Section 5 Admissions Procedure, Notification

- (1) The provisions of the enrolment regulations of Leibniz University Hannover that generally apply shall remain unaffected. Enrolment of those applicants considered suitable as per section 2 paragraph 2 is based on the condition that they provide evidence of successful completion of their bachelor's degree programme. Enrolment shall expire if evidence of successful completion of the bachelor's degree or equivalent qualification is not provided by 15 April (for enrolment in the winter semester) or 15 October (for enrolment in the summer semester) and the applicant is responsible for such neglect.

- (2) Successful candidates will receive written notification of admission from the university. A deadline will be specified in the notification within which the applicant must declare in writing whether they wish to accept the place or not. If this declaration is not received in correct form by the deadline, the notification of admission becomes invalid. This legal consequence must be indicated in the notification of admission.
- (3) Unsuccessful candidates shall receive a notification of rejection. The notification of rejection must include information on legal remedies. The notification of rejection shall also include the request to confirm in writing or electronically by a stated deadline whether the applicant wishes to maintain their application for admission for the allocation of remaining places ("Nachrückverfahren"). If the applicant does not submit this declaration in correct form by the deadline, they shall be excluded from the allocation of remaining places ("Nachrückverfahren"). This legal consequence must be indicated.
- (4) In the event that more applicants fulfil the requirements for eligibility to apply than there are places available, places shall be allocated according to a selection procedure determined by the university.
- (5) The decision on selection and the ranking shall be established based on the final or average mark as per section 4 paragraph 2 letter a). In the event that multiple applicants hold an equal rank based on their mark, all applicants holding the same rank will be admitted.

Section 6 Admission to Advanced Semesters

- (1) Available places in an advanced semester of a degree programme with restricted admission shall be allocated to applicants according to the order below:
 - a) applicants for whom, due to personal reasons, rejection of admission would mean undue hardship,
 - b) applicants who are or were enrolled in the same or a comparable degree programme and who fulfil the requirements for admission as per appendix 1
 - ba) at another German university or a university in another EU member state or another signatory state to the EEA Agreement, or
 - bb) at a foreign university and have German citizenship or are of equal legal status to German citizens with respect to admission regulations, or
 - c) who claim any other grounds.
- (2) Within each of the three groups in paragraph 1, admission shall be decided depending on the mark attained for the bachelor's degree or equivalent qualification; in the case of identical results, admission shall be allocated according to social aspects that were decisive in the choice of location, especially familial or financial aspects; thereafter, places shall be allocated by drawing lots.

Section 7 Entry into force

These regulations shall enter into force the day after publication in the university's official bulletin.

Appendix 1

Suitable previous degree programmes for the degree programme

(1) The following previous degree programmes are suitable for the master's degree programme **Sustainable Engineering**:

- bachelor's degree in Sustainable Engineering or in a suitable previous degree programme with at least:
- 20 ECTS in sustainability science, technical sustainability and philosophy of science
- 10 ECTS in engineering mechanics,
- 15 ECTS in energy and process engineering
- 10 ECTS in fundamentals of electrical engineering.

(2) Applicants must provide evidence of obtaining equivalent skills as per the applicable module handbook in order to obtain recognition of credits from academic performance in accordance with paragraph 1 of Appendix 1.