§ 1 Applicability

(1) Admission to the Master's Programme in Economics (Master of Science) takes place in accordance with these regulations. The number of places is limited. If more applicants meet the admission requirements (as per § 3) than there are places, there will be a university-internal selection process according to § 6. Selection decisions are made based on who has the greatest potential to meet the demands of the study programme.

(2) The Master's Programme in Economics offers three study tracks:

− Track A (orientation towards a doctorate): fast track doctoral studies.
− Track B (specialisation): specialisation in one of the following fields:
  • Econometrics and Applied Economics
  • International Financial Economics
  • Macroeconomics and International Economics
  • Microeconomics and Decision Making
  • Public Economics.
− Track C (general orientation): general master's studies in Economics.

See attachments 1 - 3 to the study and examination regulations for the Master's Programme in Economics.

The study track will be selected after starting the master's programme.

§ 2 Deadlines

New students can start in the winter semester only. The application for admission must have been received by the University of Konstanz by 15 April at the latest (cut-off date).

§ 3 Admission requirements

(1) Admission requirements for the Master's Programme in Economics are:

a) above-average degree in a bachelor's programme in economics or mathematics/natural sciences with a standard period of study of at least three years completed at an institution of higher education or recognised Berufsakademie or equivalent institution in Germany or abroad.

b) sufficient English language skills (active and passive) proved by one of the following language tests (or equivalent): Cambridge Certificate of Proficiency in
English: minimum result: Grade C; IELTS (International English Language Testing System) minimum result: band 6.5; TOEFL (Test of English as a Foreign Language) minimum result: 92 points (internet-based), 237 points (computer-based) or 580 points (paper-based).

(2) If applicants cannot present their examination certificate until the end of the application deadline, they have to prove that they will probably meet the admission requirements (as per para. 1) by documenting all performance assessments completed so far that are relevant for the final degree. The examination certificate has to be submitted no later than two months after the start of the semester that was applied for. Admission and enrolment can be granted with the provision that applicants prove their qualifying academic degree within this time limit.

(3) When recognising bachelor's 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.

(4) The university may require that students present original copies of the documents mentioned above when they enrol.

(5) Admission must be denied if the application for admission, including the required documents (see §§ 2 and 4), is not submitted by the due date or is incomplete.

(6) The general provisions of the Admission and Enrolment Regulations of the University of Konstanz that apply to the admission procedure remain unaffected.

§ 4 Form and components of application

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

(2) Copies of the following documents have to be attached:

a) Documentation of an above-average degree in a bachelor's programme in economics or mathematics/natural sciences completed at an institution of higher education or recognised Berufsakademie or equivalent institution in Germany or abroad. If the bachelor's degree has not yet been completed, applicants have to attach documentation certifying all performance assessments that have been completed so far and are relevant for the final degree.
b) Documentation of knowledge in mathematics, statistics or economics, acquired in a bachelor’s programme as per § 3, para. 1 a

c) Curriculum vitae

d) Application letter in English (1 page) showing the candidate's aptitude and motivation for participating in the programme

e) Two letters of recommendation written by academic teachers, stating the candidate’s aptitude and motivation for participating in the programme

f) Documentation of adequate English language skills (see § 3 para. 1 b)
g) Result of the GRE-test (Graduate Record Examination), if completed

§ 5 Admissions committee

(1) To prepare the decision on admissions, the Departmental Council sets up an admissions committee which includes at least three members of the department.

(2) The admissions committee may suggest further steps to the Departmental Council to develop the selection process.

§ 6 Selection process and criteria

(1) Admission to the Master’s Programme in Economics is restricted. If there are more applicants who meet the admission requirements than places, a selection process will take place.

(2) Initially, 5% of places, (minimum: 1 place), have to be provided for cases of hardship (§ 20 para. 6 in connection with § 9 para. 1 no. 1 and § 12 of the Hochschulvergabeverordnung (regulation on university admission)).

(3) Applicants will only be considered in the selection process if they have applied in due form and in due time (see §§ 2 and 4).

(4) The admissions committee selects candidates from among all received applications. After paragraph 2 has been considered, the admissions committee creates a ranking list to fill the remaining places based on the following criteria:

1. Type and overall grade of the final examination that is the admission requirement as per § 3; if the degree has not been completed yet, the average grade (arithmetic mean) of the performance assessments completed so far that are relevant for the final grade (0 - 4 points).

2. Knowledge in mathematics, statistics and economics as per § 4 (0-2 points)

3. Result of the English language test as per § 3 (0-1 points)

4. The application letter in English as per § 4 (0-1.5 points)
5. Letters of recommendation by two academic teachers as per § 4 (0-1 points)
6. Result of the GRE test as per § 4 (0-0.5 points)

(5) A ranking list of all applicants is compiled based on the total of points each applicant has reached.

(6) In cases of parity, § 20, para. 3 Hochschulvergabeverordnung Baden-Württemberg applies.

(7) The rector decides on admissions based on the recommendations of the admissions committee.

§ 7 Hochschulvergabeverordnung

The provisions of the Hochschulvergabeverordnung (regulation on university admission) of the state of Baden-Württemberg apply as amended.

§ 8 Coming into effect

These admission regulations come into effect the day after their publication in the "Amtlichen Bekanntmachungen" (official announcements) of the University of Konstanz. They apply for the first time to the admission procedure for the winter semester 2013/2014.

At the same time the previously valid version of the University of Konstanz Regulations on the Selection Procedure for Admission to the Master’s Programme in Economics as of 17 March 2011 (Amtliche Bekanntmachungen 19/2011) expires.

Note:

These regulations were published in the Amtliche Bekanntmachungen (official announcements) of the University of Konstanz No. 34/2013 on 15 March 2013.