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Regulations to Conduct an Internal Eligibility Assessment for Applicants to  
the Bilingual Bachelor's Degree Program (BiBa) in Computer Science

**- English courtesy translation.**

**The German version is the one that is legally binding. -**

On the basis of §§ 27 Section 6 (1), §§ 67a Section 2, §§ 7 Section 2(5), No. 1 of the Universities Act of the State of Saxony-Anhalt in the version published on July 1, 2021 (GVBl. LSA pp. 368, 369) in connection with §§ 20 Section 1 of the bylaws of the Otto-von-Guericke University of Magdeburg dated March 21, 2022, the Otto-von-Guericke University of Magdeburg adopted the following regulations governing the internal procedures for the Eligibility Assessment for the Bilingual Bachelor's Degree Program (BiBa) in Computer Science.

**§ 1**

**Applicability of these Regulations**

These regulations, together with the Study- and Examination Regulations, are applicable to the process of Eligibility Assessment for the Bilingual Bachelor's Degree Program (BiBa) in the Faculty of Computer Science at Otto-von-Guericke University of Magdeburg.

**§ 2**

**Application for Eligibility Assessment, Deadlines**

- (1) The following documents must be submitted with the application for admission to the Eligibility Assessment:
  - All documents which together qualify the applicant according to §27 Section 2 of the University's Act of the State of Saxony-Anhalt (HSG LSA) or an equivalent to attend

- university in Germany (e.g. school leaving certificate, language certificates, transcripts of any universities attended, etc.), with an official translation if necessary
- A Statement of Motivation in English or German stating the personal and subject-specific reasons for the application and justifying the choice of the intended degree program with regard to its international orientation and the program-related career goals.

The following can also be submitted:

- Letter of recommendation from a teacher in English or German, highlighting the applicant's specific knowledge and achievements with regard to the objectives and content of the degree program and its international orientation, as well as general comments on the applicant's special abilities compared to other graduates
  - Proof of special aptitude for the degree program: internships, professional activities, certificates, participation in competitions relevant to the degree program, Letter of recommendation from a teacher.
  - Proof of additional language competencies.
- (2) The application for admission to the Eligibility Assessment according to § 1 must be received by the Department of Student Affairs the Otto-von-Guericke University of Magdeburg with the complete documents for the following winter semester by July 15 at the latest (cut-off deadline). Earlier deadlines may be set for international applicants; these will be published on [www.ovgu.de](http://www.ovgu.de).

The application for admission to the Eligibility Assessment does not replace the application for admission to the degree program.

### § 3

#### Committee for the Eligibility Assessment

- (1) In accordance with the Study- and Examination Regulations, the Board of Examiners of the Faculty of Computer Science appoints a committee to determine Eligibility of applicants for the Bilingual Bachelor's degree program (BiBa) in Computer Science. Members of the Committee are two university faculty members (persons authorized to conduct examinations in accordance with state law) and one scientific staff member. Further members may be appointed by the Board of Examiners.
- (2) The Committee for Eligibility Assessment is responsible for the organization and implementation of the eligibility assessment. It shall carry out the tasks assigned to it by these regulations.
- (3) The members of the Committee for Eligibility Assessment are subject to confidentiality within the scope of their positions in the civil service. If they are not members in the civil service, they are also obliged to maintain confidentiality of the proceedings.

## § 4

### Procedure for Determining Eligibility

- (1) Only such candidates for admission to the degree program that have applied for enrolment at the University on time and in a complete manner and fulfill the formal admission criteria according to the Study- and Examination Regulations will be admitted to the Eligibility Assessment procedure.
- (2) The Committee decides whether an applicant is suitable on the basis of the criteria specified in §5.
- (3) At least 10 points must be achieved to pass the Eligibility Assessment.
- (4) The Committee for Eligibility Assessment determines the applicant's individual score yielding a value between 0 to a maximum of 26 points in accordance with §5.

## §5

### Eligibility Assessment

- (1) The determination of an applicant's Eligibility is based on a score determined as follows:
  - (a) Converted grade of the university entrance qualification: (maximum 10 points)

Final Grade	Score
1,0 bis 1,2	10
>1,2 bis 1,5	9
>1,5 bis 1,8	8
>1,8 bis 2,1	7
>2,1 bis 2,5	6
>2,5 bis 2,8	5
>2,8 bis 3,1	4
>3,1 bis 3,4	3
>3,4 bis 3,7	2
>3,7 bis 4,0	1
>4,0	0

- (b) Statement of Motivation in German or English (400–500 words) as proof of special interest in the degree program (maximum 6 points)

Statement of Motivation	Minimum score	Maximum score
Form and style of the Statement of motivation	0	2
Program-related career goals	0	2
Special interest in the international orientation of the degree program	0	2

(c) Proof of special aptitude for the degree program (maximum 6 points)

Previous activities	Score
Relevant Internships (at least 4 weeks)	1 point per internship, at most 3 points
Relevant working experience	2 points per year
Relevant internationally recognized certificates	1 point per certificate
Participation in relevant competitions	1 point per competition
Letter of recommendation from a teacher in German or English	Max. 3 Punkte

(d) Additional language skills (maximum 4 points)

Language Skills	Score
Proof of another foreign language	2 Points
Both English and German at C1 level	3 Points
German as a foreign language at least A1	2 Points

(2) Admission is granted to those who fulfill the formal requirements and achieve a total of at least 10 out of 26 points in criteria (a) to (d).

## § 7

### Validity and Date Regulation Takes Effect

These regulations take effect on the day after their publication in the official announcements of Otto-von-Guericke University of Magdeburg. They are issued on the basis of the resolutions adopted by the Faculty Council of the Faculty of Computer Science of 06.03.2024 and acknowledged by the Senate of Otto-von-Guericke University of Magdeburg of 20.03.2024.

Magdeburg, 02.04.2024

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