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Contents

New Announcement of the Statutes for Admission to the Master's Program of Mechanical Engineering at Karlsruhe Institute of Technology (KIT)

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The German version exclusively has legally binding character.*

**New Announcement of the Statutes for Admission to the Master's Program of
Mechanical Engineering
at Karlsruhe Institute of Technology (KIT)**

of July 17, 2024

Pursuant to Article 2 of the Statutes of March 6, 2024 (Official Announcement of KIT No. 15 of March 6, 2024), the wording of the Statutes for Admission to the Master's Program of Mechanical Engineering at Karlsruhe Institute of Technology (KIT) is published in the version valid from May 1, 2024. This revised version includes the following statutes:

1. Statutes of November 22, 2017 (Official Announcement of KIT No. 68 dated November 24, 2017) that entered into force on November 25, 2017,
2. Statutes of November 28, 2018 (Official Announcement of KIT No. 63 dated November 28, 2018) that entered into force on November 29, 2018,
3. Statutes of July 29, 2019 (Official Announcement of KIT No. 38 dated July 29, 2019) that entered into force on July 30, 2019,
4. Statutes of April 28, 2022 (Official Announcement of KIT No. 5 dated April 29, 2022) that entered into force on April 29, 2022,
5. Statutes of July 26, 2022 (Official Announcement of KIT No. 60 dated July 26, 2022) that entered into force on December 1, 2022, and
6. Statutes of March 6, 2024 (Official Announcement of KIT No. 15 dated March 6, 2024) that entered into force on May 1, 2024.

Article 1 – Scope

The present Statutes apply to admission to the first or higher semester of the Master's Program of Mechanical Engineering at Karlsruhe Institute of Technology (KIT).

Article 2 – Deadlines

- (1) Enrollment takes place for both the winter and the summer semester.
- (2) The application for admission, inclusive of all documents required, must be submitted to KIT

- by September 30 for a start of studies in the winter semester,
- by March 31 for a start of studies in the summer semester.

Applications for admission by foreign applicants who are not treated on equal terms with German applicants according to Art. 1, par. 2 of the Ordinance on Admission to Universities (HZVO, Hochschulzulassungsverordnung), inclusive of all documents required, must be submitted to KIT

- by July 15 for a start of studies in the winter semester,
- by January 15 for a start of studies in the summer semester.

Article 3 - Application

(1) The type of application depends on the general provisions valid for the admission and enrollment procedure as outlined in the valid admission and enrollment regulations of KIT.

(2) The following documents must be enclosed with the application:

1. A copy of the bachelor's certificate or equivalent degree according to Art. 5, par. 1, No. 1, including the diploma supplement and transcript of records (with the ECTS credits achieved being indicated),
2. proofs of the minimum achievements required in Art. 5, par. 1, No. 2, from which the objectives and contents of the studies as well as the credits are obvious, and, if applicable, proof of a successful admission examination according to Art. 7, par. 2,
3. proof of an internship of at least twelve weeks' duration (Art. 6),
4. a declaration by the applicant as to whether she/he has ultimately failed in an examination required according to the examination regulations or lost the entitlement to an examination for other reasons in the Master's Program of Mechanical Engineering or a related program with essentially the same content according to Art. 5, par. 2,
5. proofs of the required language proficiency according to Art. 5, par. 1, No. 5, and
6. the other documents specified in the valid admission and enrollment regulations.

KIT may ask for submission during enrollment of the original documents on the basis of which the decision on admission was made.

(3) Enrollment in the Master's Program of Mechanical Engineering may also be applied for, if the bachelor's degree has not been conferred until expiry of the application deadline outlined in Article 2.

In this case, the study and examination achievements reached until the time of application must be considered when deciding on admission. The later result of the bachelor's examination will remain disregarded. The application has to include:

- a) A certificate of the examination achievements reached until the expiry of the application deadline (e.g. transcript) and
- b) a survey of all study and examination achievements not yet documented.

Article 4 – Admission Committee

(1) To prepare the decision on admission, the KIT Department appoints an admission committee consisting of at least two full-time scientific employees, one of these being a professor. A representative of the students can participate in the meetings of the admission committee with an advisory vote. The admission committee is chaired by one of its members.

(2) In case several admission committees have to be formed due to a high number of applicants, the admission criteria have to be agreed upon in a joint conference headed by the Dean of Studies at the beginning of the admission process. At the end of the process, a final discussion may take place.

(3) Upon the completion of the admission procedure, the admission committee reports the experience gained to the KIT Department Council. In addition, it makes proposals regarding the improvement and further development of the admission procedure.

(4) The term of office of the non-student members of the committee is two years, that of the student representative is one year. Reappointment is possible.

Article 5 – Admission Requirements

(1) For admission to the Master's Program of Mechanical Engineering, the following requirements must be met:

1. A bachelor's degree or an at least equivalent degree in an engineering or natural science program at a university, a university of applied sciences, a cooperative state university in Germany, or at a foreign university. Studies

must have been completed within a regular study period of at least three years with a minimum of 180 ECTS credits;

2. an internship of at least twelve weeks, which is recognized by the internship office (Praktikantenamt) of the KIT Department of Mechanical Engineering (Article 6);
3. minimum knowledge and achievements as specified in Article 7;
4. no ultimate failure in an examination required by the examination regulations of the Master's Program of Mechanical Engineering or a related program with essentially the same content and still existing entitlement to an examination for other reasons;
5. sufficient knowledge of the German or English language as specified in the Admission and Enrollment Regulations of Karlsruhe Institute of Technology (KIT).

(2) Related programs according to par. 1, No. 4, are a master's program of Mechatronik, Mechatronik und Informationstechnik, Werkstoffingenieurwesen, Fahrzeugtechnik, Kraftfahrzeugtechnik, Luft- und Raumfahrttechnik, Motorentchnik, Produktionstechnik, Fertigungstechnik, Automatisierungstechnik, Entwicklung und Konstruktion, Mechanik, Mechanical Engineering, Mechatronics, Mechatronics and Information Technology, Materials Science, Automotive Engineering, Aerospace Engineering, Production Systems Engineering, Manufacturing Technology, Conception and Production in Mechanical Engineering, Computational Mechanics, Computational Mechanics of Materials and Structures, Energy Technologies, Automation. The admission committee for the Master's Program of Mechanical Engineering, together with the examination committee of the Master's Program of Mechanical Engineering, decides on the equivalence of the bachelor's degree in accordance with par. 1, No. 1 and the definition of the programs with essentially the same content pursuant to par. 1, No. 4 other than those listed in cl. 1. When recognizing foreign qualifications, the recommendations of the German Conference of Ministers of Education and agreements within the framework of university partnerships have to be observed.

Article 6 - Internship

(1) For admission to the Master's Program of Mechanical Engineering, an internship of at least twelve weeks is required. Of these, at least eight weeks of a specialized

internship have to be passed. Not more than four weeks may be passed in the form of a basic internship.

(2) Activities in the **basic internship** can be selected from the following areas:

1. Machining processes
2. Molding processes
3. Casting processes
4. Thermal joining and cutting processes

Activities in at least three of the above areas must be documented.

(3) Activities of the **specialized** internship have to correspond to those of an engineer in terms of contents and can be selected from the following areas, for example:

1. (Industrial) research and development
2. Construction and work preparation
3. Production planning and control
4. Logistics and operations management
5. Modeling and simulation
6. Planning, execution, and evaluation of tests
7. Project and planning tasks
8. Engineering services
9. Other complex activities (projects) relating to the program depending on the specialization selected.

Activities in at least two of the above areas have to be documented. For more information, see the internship regulations for the Bachelor's and Master's Programs of Mechanical Engineering of the KIT Department of Mechanical Engineering.

(4) The internship office of KIT's Department of Mechanical Engineering decides on the recognition of the internship. The prerequisite for recognition is an activity report of the enterprise (certificate) describing the duration and scope of activities during the internship. In individual cases, the internship office can demand submission of the original certificate or further proofs of completion of the internship, if necessary. Activities at universities, equivalent institutions of higher education, or other comparable research institutions generally are not recognized as internships.

(5) In case the internship has not yet been passed or recognized at the time of application, admission may be possible in individual cases, provided that the applicant proves the passing of the internship until the end of the examination period of the third semester or when registering for the master's thesis at the latest. In

exceptional cases, the deadline for proving an internship can be extended on request to the examination committee, if the student is not responsible for exceeding the deadline. Potential additional requirements can be made by the admission committee and communicated to the applicant for admission.

Article 7 – Minimum Knowledge and Minimum Achievements

(1) For admission to the Master’s Program of Mechanical Engineering, competencies in the three areas listed below have to be proved by the applicant. Based on the learning objectives, contents, and credits outlined in the valid module handbook of the Bachelor’s Program of Mechanical Engineering, the competencies acquired must not differ significantly from those that would have been achieved in the Bachelor’s Program of Mechanical Engineering of KIT. Two thirds of the credits to be acquired at KIT have to be achieved in each of the areas as a minimum requirement.

Area	Credits in the Bachelor’s Program of Mechanical Engineering at KIT	Minimum requirement (2/3 of the credits of the Bachelor’s Program of Mechanical Engineering at KIT)
Basic theoretical engineering (advanced mathematics, engineering mechanics, and thermodynamics)	56 credits	37 credits
Basic applied engineering (machine design theory, materials science, and thermodynamics)	39 credits	26 credits
Basic electrical engineering and information technology (measurement and control, electrical engineering, mechatronics, informatics)	18 credits	12 credits

The admission committee, in agreement with the examination committee, for the Master’s Program of Mechanical Engineering decides on whether there are major differences between the required and the proved competencies.

(2) In case applicants cannot prove the competencies required and listed in par. 1, they may still be admitted to the program, if they have successfully passed the admission examination at KIT according to Annex 1. Successful passing of the admission examination must not date back more than four application procedures. An

application procedure is the allocation of study places at a certain starting date of the program.

Article 8 – Decision on Enrollment

(1) The President decides on admission and enrollment based on the proposal made by the admission committee.

(2) Enrollment will be refused, if

- a) the application documents were not submitted in due time according to Art. 2 or not complete according to Art. 3,
- b) the requirements outlined in Art. 5 are not fulfilled,
- c) the applicant ultimately failed in an examination required according to the examination regulations or lost the entitlement to the examination for other reasons in the Master's Program of Mechanical Engineering or a related program with essentially the same content (Art. 60, par. 2, No. 2 of the Act of Baden-Württemberg on Universities and Colleges (LHG, Landeshochschulgesetz) and Art. 9, par. 2 of the Act on University Admission (Hochschulzulassungsgesetz)).

In the case of Article 3, par. 3, enrollment may be promised subject to proof of the bachelor's degree immediately, up to two months upon the start of the semester for which enrollment was applied for at the latest. If this proof is not presented in due time, the promise will expire and no enrollment will take place. If the applicant is not responsible for having exceeded the deadline, she/he must provide the respective proof to the admission committee in writing. In the justified individual case, the admission committee may extend the deadline for submission of the final certificate.

(3) If the applicant does not meet the admission requirements and/or cannot be enrolled, she/he will be informed in writing about the result of the admission procedure. This information must indicate the reasons and instruction on the right to appeal.

(4) The course of the admission procedure must be documented in writing.

(5) As for the rest, the general provisions applying to the admission and enrollment procedure of KIT remain unaffected.

Article 9 – Entry into Force

The present Statutes enter into force on February 28, 2024. At the same time, the Statutes for Admission to the Master’s Program of Mechanical Engineering at Karlsruhe Institute of Technology (KIT) dated November 22, 2017 (Official Announcement of KIT No. 68 of November 24, 2017), as amended on March 6, 2024 (Official Announcement of KIT No. 15 of March 6, 2024) cease to be in force.

Karlsruhe, July 17, 2024

Professor Dr. Oliver Kraft
(Acting President of KIT)

Admission Examination

1. Purpose

The admission examination is intended to show the applicant's ability to successfully pass the Master's Program of Mechanical Engineering. Aptitude is assessed on the basis of the profile of the profession/the professions that typically follow graduation and on the basis of the qualifications corresponding to those that can be acquired in the Bachelor's Program of Mechanical Engineering at KIT.

2. Registration for Examination

- 2.1 The application for admission to the examination must be submitted in writing to the KIT Department of Mechanical Engineering fourteen days prior to the date of the admission examination at the latest.
- 2.2 A proof of application for the Master's Program of Mechanical Engineering at KIT must be enclosed with the application.
- 2.3 The admission committee of the KIT Department of Mechanical Engineering (Art. 4) decides on admission to the admission examination according to No. 3. Applicants admitted will receive a confirmation of registration.

3. Admission to the Examination

- 3.1 Participation in the admission examination requires
 - a) proper registration for the admission examination,
 - b) application for the Master's Program of Mechanical Engineering in due form and time as specified in Art. 3, and
 - c) the applicant's declaration that she/he has not failed more than once in an admission examination for KIT's Master's Program of Mechanical Engineering.
- 3.2 Participation must be refused, if the requirements listed under 3.1 are not met.

4. Examination

- 4.1 The exact dates, the type of examination, and the venue of the admission examination, if applicable, are announced by KIT on the websites of the KIT

Department of Mechanical Engineering six weeks prior to the examination date at the latest.

- 4.2 The admission examination takes place in written form or in the form of an online open-book test and takes 90 minutes. It consists of four parts to assess the applicants' abilities in the areas named in Art. 7, par. 1. These parts are graded with 25 credits each. In total, 100 credits can be achieved in the admission examination. Parts of the admission examination may also have the form of a multiple-choice test. In this case, the statutes on the execution of multiple-choice tests (Satzung zur Durchführung von Antwort-Wahl-Verfahren) apply. In case the admission examination has the form of an open-book examination, the statutes on the execution of online examinations at Karlsruhe Institute of Technology (KIT) (Satzung zur Durchführung von Online-Prüfungen am Karlsruher Institut für Technologie (KIT)), as amended, apply.
- 4.3 To assess the admission examination, the admission committee (Art. 4) appoints an examination committee. It consists of at least two members entitled to vote, a university professor, an executive scientist according to Art. 14, par. 3, No. 1 of the KIT Act, a Privadozentin/Privatdozent, an academic staff member as specified in Art. 52 LHG, a scientific staff member as outlined in Art. 14, par. 3, No. 2 of the KIT Act, and a student with an advisory vote. The term of office of the non-student committee members is two years, that of the student member is one year. Reappointment is possible.
- 4.4 When the applicant fails to appear on the examination date without an important reason, the admission examination will be given zero credits. In case the applicant withdraws from the admission examination after the examination tasks have been distributed, she/he will be assessed based on the result achieved until that time. The applicant has the right to participate in an admission examination again, if she/he can prove to KIT immediately after the date of examination that her/his absence or withdrawal from the examination was due to an important reason. In case of an illness, a medical certificate must be provided.
- 4.5 In case the applicant tries to influence the result of the admission examination by deception or the use of impermissible aids, the examination will be given zero credits. An applicant disturbing the proper course of the examination may be excluded from the continuation of the examination by the supervisor. In this case, the examination is graded with zero credits.

4.6 KIT will not pay any costs incurred by the applicants as a result of the admission examination.

5. Aptitude Assessment and Communication of the Result

5.1 The admission examination is passed, when the applicant reaches 50 credits at least.

5.2 The admission committee (Art. 4) then confirms the aptitude of the applicant as proposed by the examination committee. The result of the admission examination will be notified in writing to the applicants by the KIT Department of Mechanical Engineering. This notification must include the reasons underlying the decision and an information on rights to appeal.

6. Repetition

Applicants who have failed once in an admission examination for the Master's Program of Mechanical Engineering at KIT can register once again for this admission examination during the next application period at the earliest. Another repetition is not permitted.