

**Regulations on general provisions for admission to the Bachelor's degree programme  
Mechanical Engineering  
at Hochschule für Angewandte Wissenschaften Hamburg  
(Hamburg University of Applied Sciences)**

From 10 July 2024

*This is an English translation of the original German text of these Regulations. It is provided for informational purposes only and has no force independent of the original German text. The original German version as issued and amended on the above dates shall be authoritative and definitive in all cases of dispute.*

*In the interest of non-discriminatory use of language, this English translation uses the singular 'they' or plurals wherever possible.*

On 10 July 2024, the Presidential Board of the Hamburg University of Applied Sciences, in accordance with Section 108 (1) sentence 3 of the Hamburg Higher Education Act - HmbHG - of 18 July 2001 (HmbGVBl. p. 171), last amended on 11 July 2023 (HmbGVBl. p. 250, 254), approved the "Admission and Production Regulations" adopted by the Departmental Council of Mechanical Engineering and Production of the Hamburg University of Applied Sciences on 16 May 2024 in accordance with Section 14 (4) no. 3 of the Basic Regulations of the Hamburg University of Applied Sciences in conjunction with Section 92 (1) sentence 2 no. 2 and (5) HmbHG. in conjunction with § 92 (1) sentence 2 number 2 and (5) HmbHG and approved by the Dean's Office on 23 May 2024 in accordance with § 92 (1) sentence 2 number 2 HmbHG "Admission and Selection Regulations for the Bachelor's degree programme in Mechanical Engineering at the Hamburg University of Applied Sciences" in the following version.

### **§ 1 Applicability**

<sup>1</sup>These regulations govern special admission requirements pursuant to Section 37 (2) of the Hamburg Higher Education Act (HmbHG) and the selection of applicants. <sup>2</sup>The general regulations in their respective applicable versions for admission in accordance with the provisions of the Hamburg Higher Education Act (HmbHG) and for selection in accordance with the provisions of the Hamburg Higher Education Admission Act (HZG) and the regulations governing the general provisions for admission to studies at the Hamburg University of Applied Sciences (General Admission Regulations - HAWAZO) are supplemented by the provisions of these regulations.

### **§ 2 Special admission requirements**

English language skills at level B2 in accordance with the requirements in § 7 HAWAZO must be proven as a special admission requirement.

### **§ 3 Selection of applicants for the first semester**

(1) Both the selection of applicants in accordance with Section 15(1)(3)(a) HAWAZO and those in accordance with the foreigner quota in accordance with Section 15(1)(2)(a) HAWAZO shall be based on the selection criteria described in paragraph 2.

(2) <sup>1</sup>If there are more eligible applicants than study places available, the study places shall be allocated according to a ranking to be determined by the selection committee. <sup>2</sup>The ranking order is formed in descending order according to the amount of a point value. <sup>3</sup>The point value for the ranking is generally calculated as follows:

Point value for the grade of the university entrance qualification (details of the determination in paragraph 2) + bonus points (details of the determination in paragraph 3) = point value for the ranking.

<sup>4</sup>In the event of a tie, the decision is made by drawing lots.

(2) The point value for the calculation of the university entrance qualification is derived from the following table, whereby the average grade of the degree is taken into account for the final grade to one decimal digit and is not rounded:

Final grade University entrance qualification	Point value for the final grade of the university entrance qualification
1.0 or better	30.0
1.1	29.0
1.2	28.0
1.3	27.0
1.4	26.0
1.5	25.0
1.6	24.0
1.7	23.0
1.8	22.0
1.9	21.0
2.0	20.0
2.1	19.0
2.2	18.0
2.3	17.0
2.4	16.0
2.5	15.0
2.6	14.0
2.7	13.0
2.8	12.0
2.9	11.0
3.0	10.0
3.1	9.0
3.2	8.0
3.3	7.0
3.4	6.0
3.5	5.0
3.6	4.0
3.7	3.0
3.8	2.0
3.9	1.0
4.0	0.0

(3) When calculating the value of the selection criterion, a maximum of five bonus points must also be taken into account:

1. A maximum of three bonus points can be awarded for a practical activity

- 1.1 Three bonus points are awarded to those who can provide evidence of at least three years of relevant full-time professional experience;
- 1.2 Two bonus points are awarded to those who provide evidence of a technical internship (e.g. 1. basic metalworking course, 2. machining processes, 3. non-cutting manufacturing processes / master moulding, 4. joining technology, 5. assembly and inspection, 6. fixture and toolmaking, 7. work preparation or 8. design) of at least ten weeks;
- 1.3 One bonus point is awarded to those who provide evidence of a technical internship of at least 5 weeks in accordance with number 1.2;
2. A maximum of two bonus points can be awarded for extracurricular or non-university achievements and qualifications
  - 2.1 Two bonus points are awarded to those who provide evidence of full-time service with a social organisation for at least four months;
  - 2.2 Two bonus points are awarded to anyone who can prove that they have spent at least four months abroad for purposes other than leisure;
3. Up to 10 points are awarded for achievements relevant to the success of the programme

#### **§ 4 Classification and selection of applicants for higher semesters**

- (1) The placement certificate is issued by the chairing member of the Examination Board of the Department of Mechanical Engineering and Production.
- (2) <sup>1</sup>The study places available to applicants for a higher semester are allocated according to the average grade of the higher education entrance qualification. <sup>2</sup>If the average grade of the higher education entrance qualification is the same, applicants with the better average grade calculated on the basis of all previous academic achievements will be given priority. <sup>3</sup>In the event of equal ranking, the decision is made by lot.

#### **§ 5 Responsibilities and decision-making**

<sup>1</sup>The Registrar's Office decides on the fulfilment of the admission requirements. <sup>2</sup>Only the selection committee decides on questions in connection with the selection procedure according to § 4.

#### **§ 6 Selection committee**

- (1) <sup>1</sup>The selection committee consists of three professors from the Bachelor's degree programme in Mechanical Engineering. <sup>2</sup>The members and deputy members are appointed by the Dean's Office on the recommendation of the Head of Department.
- (2) Each professorial member of the selection committee has one vote.

#### **§ 7 Entry into force**

<sup>1</sup>These regulations come into force one day after their publication in the University Gazette of the Hamburg University of Applied Sciences. <sup>2</sup>It applies for the first time to the application procedure for the summer semester 2025.

**Hamburg, den 10 July 2024**  
**Hochschule für Angewandte Wissenschaften Hamburg**