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Admission statute for the Bachelor's program
Technology and Management (TUM-BWL)
of the Technical University of Munich

dated May 4, 2017

According to article 13 subsection 1 sentence 2 in connection with article 44 subsection 4 sentence 7 of the Bavarian university regulation (Bayerisches Hochschulgesetz), as well as §34 subsection 2 of the qualification regulation (BayRS 2210-1-1-WFK), the Technical University of Munich releases the following statute:

§ 1

Purpose of the Statute

- (1) ¹Admission into the first or higher semesters of the Bachelor's program Business Administration in Technology and Management at the Technical University of Munich requires a special set of qualifications. ²The study program is offered both in German and English languages. ³Therefore, the admission process can be completed either in German or English. ⁴The Bachelor's program Business Administration in Technology and Management offers a unique program profile which is elaborated upon in attachment 1. ⁵As a result of its unique profile, in addition to the requirements specified in the examination and study regulation (Fachprüfungs- und Studienordnung, FPSO), the following provisions will be considered during the admission process.
- (2) ¹The purpose of the statute is determining the fulfilment of advanced qualitative specifications required for admission into the Bachelor's program Business Administration in Technology Management. ²In addition to holding the university entrance qualifications, the following admission requirements must be met:

Program specific competencies:

1. In the fields of mathematics and the natural sciences:
Possessing and being able to apply mathematical and logical skills to interdisciplinary issues between engineering/ the natural sciences and economics;
2. Aptitude in the formulation of clear and precise arguments in the German or English language;
3. Aptitude in understanding and elaborating upon situations with an economic context.

³In order to acquire learning contents in engineering and the natural sciences, students of the interdisciplinary study program Business Administration in Technology and Management (TUM-BWL) must possess sound knowledge in the field of mathematics and the natural sciences. ⁴This is particularly important, as TUM-BWL students will attend undergraduate courses along with students from those subjects.

⁵Logical and analytical skills, as well as the ability to formulate clear and precise arguments in the German or English language are necessary competencies which facilitate communication with experts in the interdisciplinary fields of economics and engineering/the natural sciences.

§ 2 Admission Process

- (1) The admission process will be carried out on a semi-annual basis during the summer semester for the subsequent winter semester, as well as during the winter semester for the subsequent summer semester, the latter of which is only available for applicants in higher semesters.
- (2) Applications for admission for the winter semester can be submitted to the Technical University of Munich until 15 July. Applications for the summer semester can be submitted until 15 January (exclusion periods).
- (3) Applications can be submitted either in the German or English language according to §1 subsection 1 sentence 3.
- (4) Please include the following attachments in your application:
 1. Resume,
 2. Proof of university entrance qualifications,
 3. Letter of motivation totaling a maximum of two pages, in which applicants elaborate on their choice for the Business Administration in Business and Management program, as well as on their ability to understand and develop situations from an economic context. Applicants should also be able to explain which skills, talents and interests would qualify them for the program, for example through extracurricular activities,
 4. If applicable, proof of vocational training or other professional experience relevant to the program,
 5. If applicable, relevant qualifications such as research competition certificates or voluntary internships,
 6. Proof that the applicant has written the motivation letter alone, without any external help and that any external sources used, are clearly highlighted. Should we identify any indications that the motivation letter has not been written by the applicant alone, admission may be denied.

§ 3 Committee

¹The admission process will be carried out by a committee which is selected by the dean.

²The size of the committee is based on the number of applicants to the Bachelor's program. Half of committee members comprise university professors, as defined by article 2 subsection 3 sentence 1 of the Bavarian university regulation. The remainder consists of research associates, employees and lecturers. ³A student representative will provide

consultative guidance to the committee. ⁴The role of the chairman will be assumed by the dean or a deputy selected by the dean. ⁵For all further matters, procedural rules under article 41 of the Bavarian university regulation apply. ⁶Committee members will be elected for two years with the possibility of extending their tenure.

§ 4

Admission Requirements

¹Admission guidelines require submission of all application documents listed in §2 subsection 4 by the stated deadline to the Technical University of Munich. ²Failing to submit complete documentation will result in a rejection of the application.

§ 5

Admission Process: First Stage

(1) During the first stage of the admission process, applications will be assessed on the basis of the following criteria:

1. Grade point average (GPA) of the university entrance qualification, and
2. Subject specific grades;

All subject specific grades for mathematics (weighted double), German or English (weighted single) and a science-related subject (weighted double) that were acquired in the last four semi-annual grade certificates, up to and including the grade certificate acquired upon graduation, will be counted in the evaluation. The grades for the relevant subjects will be summarized according to their weight and divided by the total number of weighted grades. Research papers or other graded performances will not be considered. Should more than one science-related subject be listed in the final grade certificate, the applicant may choose which subject shall be considered for their evaluation. In the case that grade certificates were not issued on a semi-annual basis, only subject-specific grades issued with the university entrance qualification will be evaluated. Should the grade certificate not include all relevant subjects listed under point 2, the weighted grade point average will only consider the other relevant grades available; For the missing subject(s), the applicant will be invited to stage two of the admission process to demonstrate possession of the relevant knowledge.

3. In deviation from point 1 and 2, all graduates of advanced professional trainings provided by a chamber of commerce (Meisterprüfung) will be evaluated based on their grade point average achieved upon completing professional training, as well as on their grade specific grade point average comprising the subjects of mathematics (weighted double), German or English (weighted normally) and a science-related subject (weighted double). In a similar fashion, graduates of vocational schools or professional academies will be evaluated based on their grade point average achieved upon graduation or, should no grade point average be indicated, based on the weighted average of individual subject grades (excluding optional subjects), as well as on the subject specific grade point average for the subjects mathematics (weighted double), German or English (weighted normally) and a science-related subject (weighted double). Should the grade certificate not include all relevant subjects listed under point 2, the weighted grade point average will only reflect the other relevant grades available. For the

missing subject(s), the applicant must prove he or she possesses the relevant knowledge by participating in the second stage of the admissions procedure.

(2) For the assessment procedure the following applies:

1. ¹The grade point average of the university entrance qualification will be converted into points from 0-100, with 0 being the lowest and 100 being the highest possible outcome. ²The scale is constructed such that a barely passed graduation will be awarded 40 points (see conversion formula in attn. 2). ³For applicants who can prove that there were factors in their persona which were outside of their control, which negatively influenced the outcome of their university entrance qualification may participate in the admission upon presenting a school assessment confirming these disadvantages.
2. ¹The result of the assessment of the subject specific grades according to subsection 1 point 2 will be converted into points on a 100-point scale (see conversion formula in attn. 2). ²The resulting value will be rounded up to the next larger number.
3. ¹The overall assessment of the first stage is comprised of the sum of the grade point average under point 1 multiplied by 0.65 and the subject specific grade point average under point 2 multiplied by 0.35. ²The resulting value will be rounded up to the next larger number.

(3) First stage result of the admission process:

¹Only applicants that achieve at least 88 points will be admitted. ²All subject specific grades, however, have to be listed on the final grade certificate that has been received upon graduation. ³Thus, applicants lacking proof of subject specific knowledge due to missing grades in relevant subjects must demonstrate during the second stage of the admission process that they possess the necessary skillset relevant for the program.

(4) ¹All remaining applicants will be transferred to the second stage of the admission process. ²Within the scope of the second stage applicants will be invited for an interview. ³The appointment date for the interview will be announced by the committee at least one week prior to the interview date.

(5) Applicants previously enrolled in a similar study program skip the steps listed in subsection 1-3 and only participate in the second stage of the admission process. ²Applications to higher semesters are only considered if the applicant has already completed at least 15 credits per completed semester.

(6) By way of derogation from paragraphs 1 to 3, those candidates who submit a request for a hardship case also take part in the second stage of the aptitude assessment process. The application must be accompanied by all documents. Applicants must demonstrate that they suffer from such serious health, social or family issues in their person that it is disproportionate to apply strict standards that the applicant would already be rejected in the first stage.

§ 6

Admission Process: Second Stage

(1) Within the second stage of the admission process, the applicant's grade point average, as well as the result of the interview will be equally weighted and evaluated.

(2) ¹The interview will be held in a private environment and is offered in the German or English language as specified in §1 subsection 1 sentence 3. ²The interview will be held as a group conversation with at least two committee members in which one participating member has to be presented by a professor, as specified in article 2 subsection 3 sentence 1 of the Bavarian university regulation. ³Individual video conference interviews can be held in case such a request was confirmed by the committee. ⁴The applicant carries the risk for technical difficulties in case the Technical University of Munich cannot be held responsible. ⁵With the consent of the applicant, a student representative may join the conversation. ⁶Interviews will be held for approximately 10 minutes. ⁷The interview helps determine whether the applicant is capable in reaching the goals of the study program independently and on a scientific basis. ⁸Questions will not relate to knowledge offered through the Bachelor's program Business Administration in Technology and Management unless an application under §5 subsection 5 has been submitted. ⁹The interview may include questions relating to the documents submitted under §2 subsection 4 of this statute. ¹⁰The appointment is to be attended at the date provided. ¹¹The content of the conversation covers the following topics:

1. mathematical knowledge, particularly logical competencies and the ability to apply them to specific problems
2. science-related knowledge, particularly about common concepts, methods and terms within the scope of the natural sciences
3. the ability to apply and combine concepts and skills in the fields of economics, as well as engineering or the natural sciences. The assessment further looks at the applicant's ability to apply methods from both fields to current issues and the ability to formulate precise arguments in the German or English language.

¹²The individual topics will be assessed during the interview with the following weighting:

1. Mathematical knowledge:

The applicant is able to formulate conclusions, analyze problems verbally and in writing (particularly within the interdisciplinary fields of economics and engineering or the natural sciences), perform relevant calculations, apply mathematical laws and concepts and produce viable results within an appropriate time horizon (1/5),

2. Knowledge in the natural sciences:

The applicant is able to elaborate concepts in the field of the natural sciences and apply concepts to current issues (particularly in the interdisciplinary field of economics and engineering/ the natural sciences), compare alternatives and propose possible solution (1/5),

3. The ability to combine and apply methods from the interdisciplinary field between economics and engineering or the natural sciences to current issues. The

applicant is able to elaborate on current developments in the field of economics and engineering or the natural sciences. The applicant is further able to formulate precise arguments utilizing relevant terms and argumentative concepts in the German or English language (3/5).

¹³On the basis of the weighting as defined in sentence 12, every committee member assesses interviews according to the following scale:

Grade	Points
Excellent (1)	91-100
Good (2)	75-90
Satisfactory (3)	60-74
Sufficient (4)	40-59
Not sufficient (5 or 6)	0-39

¹⁴The overall evaluation of the interview is calculated as an arithmetic average of the individual evaluations of committee members which are rounded up to the next larger number, in the case that the resulting number is a decimal.

- (3) ¹The overall evaluation of the second stage is the sum of the university entrance qualification (see §5 subsection 2 point 1) multiplied by 0.5, as well as the individual evaluations of the committee members from the interview multiplied by 0.5. ²Decimal values will be rounded up to the next larger number.
- (4) The admission is successful if the second stage evaluation according to subsection 4 is at least 70 points. In this case, an acceptance letter will be issued to the applicant.
- (5) Applicants with an evaluation result of 69 or less points are not deemed fit for the study program.

§ 7

Notifications

¹The result of the admission process determined by the committee will be disclosed through a written notification signed by the management of the university. ²In deviation from sentence 1, a decision for the first stage of the admission process is dispensable, for the case that the test results are clear and leave no further room for evaluation by the committee. ³Rejection notifications shall include an explanation for the cause of rejection, as well as information about legal remedies. ⁴Signatures may be provided by an assigned representative.

§ 8

Transcripts

¹During the admission process, transcripts will be taken which contain information about the day, duration and venue of the evaluation, the name of the committee members involved, the names of the applicants, as well as the result of the evaluation. ²The transcripts further summarize key points of the interview content and outcome.

§ 9
Resubmission

¹In the case of an issued rejection, applicants may resubmit their application for a new admission process. ²There are no further resubmissions possible. ³In the case of an emergency with written proof explaining the reason for the applicant's absence, the interview may be rescheduled to a different appointment.

§ 10
Instatement

¹This statute has been put into effect as of 1 April 2017. ²It applies the first time for the winter semester of 2017/2018. ³At the same time, the statute dated 1 April 2010, amended as of 17 March 2011 is consequently ineffective.