



**Deutsche  
Sporthochschule Köln**  
German Sport University Cologne

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# OFFICIAL NOTICES

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## CONTENT

**ADMISSIONS REGULATIONS** for the Master's Degree courses with the award of a "Master of Arts" (MA) or "Master of Science" (M.Sc.) at the German Sport University, Cologne in its version dated February 23<sup>rd</sup> 2016.

here:

- Amendment of § 3 para. 1 a) and supplementing the ordinance to Appendix A
- Renaming of Master's in "Rehabilitation and Health Management" in "Rehabilitation, Prevention and Health Management"

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Editor: The Rector

**Regulations  
for the Master's Degree courses  
with the completion of a "Master of Arts" (MA) or "Master of Science" (M.Sc.) at  
the German Sport University, Cologne  
as amended on February 23<sup>rd</sup> 2016**

On the basis of § 2 paragraph 4 and § 64 of the Law on Higher Education in North Rhine-Westphalia (Higher Education Act - HEA) as amended by the Higher Education Future Act (HEFA) dated 16<sup>th</sup> September 2014 (GV.NRW 547), the German Sport University, Cologne issued the following admission regulations for the Master's degree courses:

**§ 1  
Scope**

The admissions regulations regulate the admission requirements and the approval process for the Master's Degree courses "Sport and Exercise Gerontology" (MA), "Sport Tourism and Recreation Management" (M.Sc.), "Human Technology in Sports and Medicine" (M.Sc.), "Exercise Science and Coaching" (M.Sc.) "Sports Management" (M.Sc.), "Sport, Media and Communication Research" (MA) as well as "Rehabilitation, Prevention and Health Management" (MA), "Psychology in Sports and Exercise" (M.Sc.) and "International Sports Development and Politics "(MA) at the German Sport University, Cologne.

**§ 2  
Admissions date and study places**

Admission to the Master's Degree courses is in the winter semester. A Master's Degree course may be limited to a certain number of places. A direct admission to a higher semester due to other performances attained is not possible.

**§ 3  
Entry requirements**

- (1) Students can be admitted on to a Master's Degree course who:
- a) have successfully completed a minimum of six semesters of a relevant scientific study, whereby the relevance is substantiated on the basis of subject-related regulations outlined in Appendix A, either at a German university or who have acquired the equivalent professional degree from a foreign university  
and
  - b) has proved both the appropriate professional competence (para. 3), as well as the appropriate language skills in German (para. 4) and possesses the English language skills required under paragraph 2 for the respective course  
and
  - c) has not already failed a Master's degree in a sports science degree program or an examination according to these examination regulations in a Master's degree program related to sports Science or a similarly structured study program at

another institution of higher education within the scope of the Higher Education Act. This is especially true for the degree courses in physical education and sports science at the German Sport University, Cologne with the graduate qualification diploma, as well as the award of First State Exam and Master of Education in the context of teacher training.

In addition, those students may be admitted who are not in an examination procedure in the same degree course at another university.

- (2) Includes a Master's Degree course in English teaching and study of play, candidates must demonstrate at least 6 years English language teaching at secondary schools or equivalent educational institutions.

Applicants with less English language experience must demonstrate the necessary language skills in other ways. If there are doubts about the required English proficiency a corresponding language exam in written and / or verbal form can be carried out.

For the Master's Degree courses "Sports Management", "Human Technology in Sports and Medicine", "International Sports Development and Politics" and "Psychology in Sports and Exercise" special knowledge of English is also to be provided by one of the following documents:

<b>Test</b>	<b>Score</b>
IELTS (British Council)	6.5
TOEFL (paper-based)	550
TOEFL (computer-based)	213
TOEFL (internet-based)	80

Evidence of participation in a test should be submitted before the application deadline. The test results must also be submitted no later than the 31<sup>st</sup> August of the same year.

English native speakers and graduates who have completed an English-language bachelor degree, which were completed at a University of an EU Member State or a country whose official language is English, this proof must not be provided for admission on to the M.Sc. "Sports Management", "Human Technology in Sports and Medicine", "Psychology in Sports and Exercise" and MA "International Sports Development and Politics".

- (3) Admission to the program requires proof of professional competence for study of the candidate. The professional competence is used to check whether the applicant will be able to use the acquired basic knowledge to complement sophisticated scientific and practice-relevant specialist knowledge. The professional competence requires an above-average degree. An above-average degree can be proven whereby the applicant shows they have attained the study grade of at least "Grade B" according to ECTS or at least grade 2.5 according to the German grading system.
- (4) A proof of sufficient German language skills is essential for applicants from non-German countries through the "German Language Test for University Admission" (at least DSH-2). The test must not be older than 2 years by the end of the deadline date. Such a language exam is not required if evidence of knowledge of German as a native language is proven. Proof of German language skills for admission to M.Sc. "Sports

Management" and "Human Technology in Sports and Medicine", "Psychology in Sports and Exercise" and "MA" International Sports Development and Politics" is not required.

#### **§ 4**

##### **Application form, application deadline, necessary documents**

- (1) The application deadline for admission to a Master's Degree course will be announced by the German Sport University, Cologne, in good time prior to the start of the program. Application forms should be received by the end of that period. Applications received after the deadline will not be considered.
- (2) The application must be accompanied by:
  - a. Certificate of a degree pursuant to § 3 para 1 a;
  - b. Evidence of sufficient knowledge of German for applicants from non-German countries in accordance with § 3 para 5 and (in the case of a selection procedure, in accordance with § 6 para. 1);
  - c. CV (for the Master's Degree courses "Sports Management" and "Human Technology in Sports and Medicine", "Psychology in Sports and Exercise" and "International Sports Development and Politics" to be written in English);
  - d. Proof of scientific performances achieved (for example, research projects, publications, etc.);
  - e. Evidence of work experience (for example employment certificates, interim certificates, training certificates, stays abroad, etc.);
  - f. Proof of practical sport experience (for example trainer certificates);
  - g. Written statement of interest in the focus of studies of each Master's Degree course and the motivations for pursuing these programs, and presentation of the medium-term career goals (personal motivation letter). The presentation has to be written in English for the Master's Degree courses "Sports Management", "Human Technology in Sports and Medicine", "Psychology in Sports and Exercise" and "International Sports Development and Politics".

Certificates and documents mentioned under a. and b. must be submitted for registration in the form of certified copies.

- (3) On request and in exceptional cases, a formal proof under para. 2 b can be presented at a later date determined by the admissions committee. The condition is that it appears to be ensured that the candidate has the existing language skills at the time of admission to the course at the latest.
- (4) If an applicant is unable to provide the successful completion of the first academic studies in the form of the certificate by the application deadline, evidence may be submitted until 31<sup>st</sup> August of the same year. Instead of the graduation certificate, an interim transcript or certificate from the competent examination office can also be filed in which the successful completion and the final grade of the study is certified.

## § 5

### Admissions committee

- (1) The implementation of the admissions process is subject to the admissions committee decisions.
- (2) The admissions committee is appointed by the Rector. It is chaired by the Head of Department or the Head of Studies of the relevant Master's Degree course also appointed by the Rector. If prevented, then a member from the group of high school teachers and university lecturers takes the chair. The admissions committee is necessarily made up of the Head of Department or the Head of Studies of the degree course and two other members of the group of teachers in the degree course. Other members can be from the group of teachers and university lectures or the group of academic staff members.
- (3) The admissions committee has a quorum if at least two voting members, including the chairperson, are present. The committee decides by a simple majority, in a tie, the vote of the chairman shall be decisive. The meetings are minuted.

## § 6

### Authorization procedure

- (1) In the event that the number of applications, which fulfil the requirements pursuant to § 3, exceed the number of places offered, a ranking of the applications will be made according to their suitability, in which the average grade of the qualifying university degree, the course-related practical experience and the personal qualifications are taken into account.
- (2) The ranking is carried out by a points system, in which a maximum of 40 points can be attained. Of this amount, the average grade of the qualifying university degree accounts for a maximum of 22 points, course-related practical experience accounts for a maximum of 12 points and the personal suitability accounts for a maximum of 6 points. In case of equal points, the winner will be decided on the rank.
- (3) The decision on the award of points is done by the admissions committee (§ 5). Here, they evaluate the candidates in each of the three categories by way of the points system listed in detail in para. 4 - 6. An assessment of the candidates shall be drawn up.
- (4) The points that account for the average grade of the higher education degree will be allotted as follows by the admissions committee:

Grade	Points
1.0	22
1.1	21
1.2	20
1.3	19
1.4	18
1.5	17

1.6	16
1.7	15
1.8	14
1.9	13
2.0	12
2.1	11
2.2	10
2.3	9
2.4	8
2.5	7

- (5) The points that account for the course-related work experience are made up of the following evaluation criteria:
1. In each case a maximum of three points can be awarded
    - a) for the study subject of the completed university degree, depending on the qualification acquired for the intended Master's Degree course
    - b) and for completing internships and professional experience acquired.
  2. Candidates may be assessed with a maximum of 2 points,
    - a) for acquired research experience and scientific work,
    - b) for an existing personal or professional sports reference and trainer activities
    - c) and for internationality.
- (6) The points accounting for personal suitability are made up of the following evaluation criteria. In each case, 2 points at most can be allotted,
1. for the personality of the candidate and how they appear,
  2. for the study and career goal
  3. as well as for the single-mindedness of the candidate and the candidate's motivation.
- (7) The personal suitability, which requires a special interest in individual areas of specialization of each Master's Degree course and a correspondingly high level of motivation and special commitment, is demonstrated by the candidate through a personal letter of motivation and the personal and professional career.

## **§ 7**

### **Selection and approval of additional applications**

- (1) In the event that the number of applications that meet the admission requirements pursuant to § 3, are below the number of places, candidates who do not meet the requirements of § 3 para. are also admitted. In this case, interviews with the respective applicants according to paragraph 2 are carried out - as long as their final mark of graduation is no worse than 3.0 or "Grade C". As a general rule, the interviews should not exceed 20 minutes. Admission is then based on the total points

determined in accordance with para. 3 within the framework of the remaining number of the courts.

- (2) The committee for the carrying out of interviews will be determined by the Admissions Committee (§ 5). In particular, the following criteria will be used and evaluated for decisions:
  1. relevant qualifications through the previous university degree,
  2. academic and professional goals,
  3. course-related practical experience, which shows a relationship to the respective Master's Degree course,
  4. duration and contents of the professional experience attained,
  5. how the candidate appears and their personality.
- (3) After the interview and without the presence of the respective applicant, the panel will allot points from 1 to 5 for each candidate for the criteria outlined in paragraph 2 No. 1 – 5 by vote. If the members of the Panel are not able to agree on a uniform scoring with respect to individual criteria, the arithmetic mean is used. The total score is calculated by adding the individual points and can be a maximum of 25 points. A record must be kept on every interview and scoring.
- (4) Admission occurs based on the selection interviews carried out using the attained total score of the candidates. The Admissions Committee (§ 5) creates a corresponding ranking list. In case of tied scores, a lottery decides the position in the ranking list.

## **§ 8**

### **Admission and study place adoption**

- (1) Applicants to be admitted according to § 6 will receive an acceptance letter from the German Sport University, Cologne. A deadline date must be specified in the acceptance letter before which the applicant must make a binding declaration of acceptance onto the program. If this deadline is missed (cut-off period) the acceptance letter will be ineffective.
- (2) If any applicants who are admitted pursuant to paragraph 1 do not declare the acceptance into the program within the prescribed period, then the corresponding number of candidates who initially received no letter of acceptance will be admitted in order of their rank positions (after replacement). Correspondingly, paragraph 1 shall apply. If necessary, other clearing procedures are carried out.
- (3) Once all places are occupied or when all candidates on the admitted list are admitted, no later than two weeks before the start of lectures, the admission process is completed. If, at this time, places are still available through non-acceptance of the program, these will be awarded as part of a lottery draw among candidates who meet the eligibility criteria but who were not on the admission list beforehand.

- (4) Applicants who are not admitted will receive a rejection letter. If a decision is made according to § 7 para. 4, then the rank attained and the last admitted rank place must be stated in the rejection letter.

## **§ 9**

### **Entry into force, publication, ambiguities**

These admission regulations come into force on the day of notification in the Official Bulletin of the German Sport University, Cologne.

Issued on the basis of the resolution by the Senate on 23<sup>rd</sup> Feb 2016. Renaming the MA "Rehabilitation and Health Management" to "Rehabilitation, Prevention and Health Management" was carried out to the decision of the rectorate dated 7<sup>th</sup> March 2016.

The admission regulations for the Master's Degree courses with the completion of a "Master of Arts" (MA) or "Master of Science" (M.Sc.) of the German Sport University, Cologne (AM 09/2014) is hereby repealed on 20<sup>th</sup> May 2014.

These regulations have been drafted in the German and English languages. In case of any ambiguities between the German and the English version the German version shall prevail.

Cologne, 3<sup>rd</sup> March 2016

The rector of the German Sport University, Cologne  
Univ.-Prof. Dr. Heiko Strüder



## **Appendix A to § 3, paragraph 1 a) of the Admission Regulations:**

### **Appendix A**

In general, technically related undergraduate courses (for example, the cultural, social or natural sciences) can now permit admission to a Master's Degree course with the completion of a "Master of Arts" (MA) or "Master of Science" (M.Sc.) at the German Sport University, Cologne. Here, additional requirements for admission to the Master's Degree program in each subject will be determined through specific provisions in accordance with § 49 para. 7. In particular, subject-related regulations can make and specify guidelines concerning the approval of the relevant credits required for the respective curricula.

### **Subject-Specific Regulations:**

- I. Sports Management (M.Sc.)**
- II. Sports Tourism and Recreation Management (M.Sc.)**
- III. Rehabilitation, Prevention and Health Management (MA)**
- IV. Sports and Exercise Gerontology (MA)**
- V. Sports, Media and Communication Research (MA)**
- VI. Technology in Sports and Medicine (M.Sc.)**
- VII. Exercise Science and Coaching (M.Sc.)**
- VIII. Psychology in Sports and Exercise (M.Sc.)**
- IX. International Sports Development and Politics (MA)**

### **I. M.Sc. Sports Management**

- 1: Admission requirements for this Master's Degree course is a successfully completed Bachelor's Degree, in which at least 180 credits according to European Credit Transfer System (ECTS) have been acquired or an equivalent successfully passed University degree. The following requirements will also be imposed according to Para. 1:
- 2: Bachelor's Degree program with either predominantly (at least 90 credits) sport science, economics/business administration/national economics, communication science (then with a focus on marketing) as a main orientation, or predominantly (at least 90 credits) a jurisprudent degree as a main orientation.
- 3: Evidence of study content in statistics/methodological competence in a relevant degree (usually a minimum of 10 credits).

### **II. M.Sc. Sports Tourism and Recreation Management**

- 1: Admission requirements for this Master's Degree course is a successfully completed Bachelor's Degree, in which at least 180 credits according to European Credit Transfer System (ECTS) have been acquired or an equivalent successfully passed University degree. The following requirements will also be imposed according to Para. 1:
- 2: Bachelor's Degree program with either predominantly (at least 90 credits) in sports science, tourism science, natural science, geographical, economic or life sciences as a main orientation.
- 3: Evidence of study content in statistics/methodological competence in a relevant degree (usually a minimum of 10 credits).

### **III. MA Rehabilitation, Prevention and Health Management**

- 1: Admission requirements for this Master's Degree course is a successfully completed Bachelor's Degree, in which at least 180 credits according to European Credit Transfer System (ECTS) have been acquired or an equivalent successfully passed University degree. The following requirements will also be imposed according to Para. 1:
- 2: Bachelor's Degree program with either predominantly (at least 90 credits) main orientation in sport science and health sciences and health management.
- 3: A total of at least 90 credits in sports science in conjunction with health science/health management/prevention; from that
  - at least 45 credits in sports science and
  - at least 30 credits in health science or health management or prevention or
  - the combination of two or three of these areas

### **IV. MA Sports and Exercise Gerontology**

- 1: Admission requirements for this Master's Degree course is a successfully completed Bachelor's Degree, in which at least 180 credits according to European Credit Transfer System (ECTS) have been acquired or an equivalent successfully passed University degree. The following requirements will also be imposed according to Para. 1:
- 2: Bachelor's Degree program with predominantly (at least 90 credits) either a sports science, gerontological, health science, medical, psychological, pedagogical, sociological or other sciences or life sciences as main orientation.
- 3: It must be demonstrably shown that scientific methodology and statistics exist as content in the framework of the Bachelor's Degree program.

### **V. MA Sports, Media and Communication Studies**

- 1: Admission requirements for this Master's Degree course is a successfully completed Bachelor's Degree in which at least 180 credits to European Credit Transfer System (ECTS) have been acquired or equivalent University degree. The following requirements will also be imposed according to Para. 1:
- 2: At least 15 credits from the field of sports science or in the area of social sciences.
- 3: At least 5 credits in the field of social science methodology (consisting of central content of the methodological and social science and empirical research).

### **VI. M.Sc. Human Technology in Sports and Medicine**

- 1: Admission requirements for this Master's Degree course is a successfully completed Bachelor's Degree in which at least 180 credits to European Credit Transfer System (ECTS) have been acquired or equivalent University degree. The following requirements will also be imposed according to Para. 1:
- 2: Bachelor's Degree program with either a scientific, engineering, mathematics, sports science, health science; medical, medical technology or life science content as a main orientation.

- 3: Content of Bachelor's Degree programs must primarily be oriented (that is, at least 90 credits) on science.

#### **VII. M.Sc. Exercise Science and Coaching**

- 1: Admission requirements for this Master's Degree course is a successfully completed Bachelor's Degree in which at least 180 credits to European Credit Transfer System (ECTS) have been acquired or equivalent University degree. The following requirements will also be imposed according to Para. 1:
- 2: Bachelor's Degree program with either a scientific, sports science, medical, mathematics, health science (as well as physiotherapy), and competitive sports content as a main orientation.
- 3: Content of Bachelor's Degree programs must primarily be oriented (that is, at least 90 credits) on science or sports science.

#### **VIII. M.Sc. Psychology in Sports and Exercise**

- 1: Admission requirements for this Master's Degree course is a successfully completed Bachelor's Degree in which at least 180 credits to European Credit Transfer System (ECTS) have been acquired or equivalent University degree. The following requirements will also be imposed according to Para. 1:
- 2: Bachelor's Degree program oriented in sports science or psychology.
- 3: The curriculum of the Bachelor's Degree program must have covered one of each of the following three study units of a minimum of 10 credits:
  - a. Life science, sports science or kinesiology bases (for example, functional anatomy and physiology, kinesiology and biomechanics, training science, neuroscience),
  - b. Psychological bases (for example, general psychology, social psychology, clinical psychology, health psychology, educational psychology) and
  - c. Statistics / Methodology.

#### **IX. MA International Sport Development and Politics**

- 1: Admission requirements for this Master's Degree course is a successfully completed Bachelor's Degree in which at least 180 credits to European Credit Transfer System (ECTS) have been acquired or equivalent University degree. The following requirements will also be imposed according to Para. 1:
- 2: Bachelor's Degree program with a predominantly (that means, at least 90 credits) a sports science or social, human and cultural science or economical orientation.
- 3: The study of the Bachelor's Degree program must include, from a methodological point of view, foundations in empirical social research and hermeneutics (at least > 10 CP) and in terms of content, historical or current social or sport scientific developments (at least > 25 CP).