

# UNIVERSITY OF KONSTANZ

## Regulations on the admission of applicants to the master's programme Speech and Language Processing

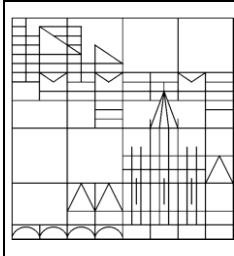
MA 39.2

The German version of this document is the only *legally binding version*. This English translation is for your convenience only.

(Version: 21 December 2023)

### § 1 Application

- (1) Students have the option to enrol in the master's programme *Speech and Language Processing* either in the winter semester or in the summer semester. The application deadline is 15 May for enrolment in the winter semester, and 15 January for enrolment in the summer semester. The application for admission, including the required documents, must have been received by the University of Konstanz on the respective date stated above (cut-off date).
- (2) The application for admission must be submitted in the form requested by the university. The application must be accompanied by copies of the documents as per § 3 para. 1 or para. 2, the documentation as per § 3 para. 3 Sentence 1, as well as an application letter in English (maximum 1 page) showing the applicant's aptitude and motivation for participating in the programme. The university may request that students present the original documents mentioned above when they enrol. Enrolment may be denied if the application including documents is not submitted by the due date or is incomplete.
- (3) If applicants cannot present their examination certificate by the end of the application period, they have to demonstrate that they will probably meet the admission requirements as per § 3 para. 1 or 2 by documenting the performance assessments completed so far. The entire final examination of the study programme that is the prerequisite for admission to the master's programme must have been completed before the start of the lecture period of the semester that was applied for. The examination certificate has to be submitted no later than two months after the start of the semester that was applied for. Enrolment can be granted on the condition that applicants complete and document their qualifying degree within the time limits specified.
- (4) In addition to this, the provisions of the Admission and Enrolment Regulations of the University of Konstanz (ZImmO) that generally apply to the admission procedure remain unaffected.

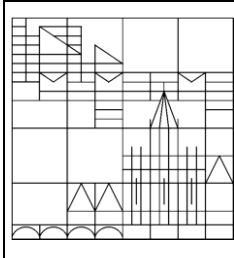


## **§ 2 Competencies**

The rector decides on admissions based on the proposals of the admissions committee. This committee is appointed by the Departmental Council for the admission procedure and consists of at least two representatives of the subject. The Division of Student Affairs and Teaching is responsible for implementing the decision.

## **§ 3 Admission requirements**

- (1) Admission requirement for the master's programme *Speech and Language Processing*: Documentation of a qualifying degree completed with the grade "good" (2.5) or better in a three-year (or more) study programme in the area of linguistics at a state, or officially recognized institution of higher education or at a German *Berufsakademie* (minimum degree: Bachelor of Arts [BA] or equivalent).
- (2) In exceptional individual cases, applicants may be admitted who have completed their qualifying degree (grade "good" 2.5 or better) in another, comparable study programme in which they have acquired competencies that make a successful participation in the master's programme *Speech and Language Processing* likely.
- (3) If English is not the native language, applicants have to document English language skills (spoken and written) at level C1 of the Common European framework of reference for languages (CEFR). Applicants with a degree in a bachelor's or master's programme taught in English or who have attended an English-language secondary school do not have to document their English language skills. Students who do not have German language skills are expected to acquire them in the course of their master's studies at the University of Konstanz.
- (4) The admissions committee decides whether applicants meet the requirements stated in § 3 para. 1 or para. 2.
- (5) When recognizing academic degrees completed outside of Germany and converting final grades to the German grading system, the following have to be considered:
  - Recommendations of the *Kultusministerkonferenz, Zentralstelle für ausländisches Bildungswesen* (Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany, Central Office for Foreign Education)
  - Equivalence agreements of the Federal Republic of Germany
  - Agreements with partner universities.



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### **§ 4 Coming into effect**

- (1) The German version of these regulations comes into effect the day after its publication in the "Amtliche Bekanntmachungen" (official announcements) of the University of Konstanz. They apply for the first time to the enrolment process for the summer semester 2024.
- (2) At the same time, the previous version of the admission regulations for the master's programme Speech and Language Processing from 18 December 2020 ("Amtliche Bekanntmachungen" 67/2020) expires.

### **Note:**

The German version of these regulations was published in the "Amtliche Bekanntmachungen" of the University of Konstanz No. 75/2023 on 21 December 2023.