6.40.85 Regulation on admission to the consecutive Master’s programme in Geothermal Engineering at Clausthal University of Technology, Faculty for Energy and Economics From 07 January 2014

The Faculty for Energy and Economics agreed on the following regulation on 7 January 2014 in accordance with § 18 para 8 NHG. Last amended via resolution by the Faculty for Energy and Economics on 28 April 2015.

§ 1
Applicability

(1) This regulation dictates the admission and acceptance into the Master's programme in Geothermal Engineering.

(2) The admission requirements are based on § 2.

§ 2
Admission requirements

(1) In order to gain admission to the Master's programme in Geothermal Engineering, it is mandatory that the applicant

a) either attends a German university or a university belonging to one of the countries that signed the Bologna Reform, and has acquired a Bachelor's degree or an equivalent degree in the field of Petroleum Engineering or in a technically closely related field, such as Geosciences, or an engineering programme, or
- has acquired an equivalent degree in a technically closely related programme at another foreign university; the equivalency is determined in accordance with the evaluation recommendations from the central office for foreign education at the administration of the Conference of Ministers of Education and Cultural Affairs (www.anabin.de).

and also

b) demonstrates particular aptitude in accordance with paragraphs 2-5.

The decision as to whether a field of study is technically closely related is made by the admissions audit committee (§ 4); a positive assessment can be made under the condition that missing modules up to a maximum of 30 ECTS points must be successfully completed at the latest prior to application for admission to the thesis. The modules must be suitable to ensure alignment with the technical knowledge required for admission.

The applicant must exhibit knowledge in the following areas in order to be admitted unconditionally:
• Exploration geology and geophysics
• Flow through porous media
• Reservoir fluids characterisation (rheology)
• Flow in pipes
• Drilling and completions

(2) Special suitability is determined based on the Bachelor’s degree in accordance with paragraph 4, and stipulates that the previous studies were completed with a minimum grade of 2.8 (qualified degree).

(3) Contrary to paragraph 2, said special suitability is ruled out if the degree is not available by the time of application, but 83 % of all required work has been successfully completed (i.e. at least 150 credit points have been acquired) and the average grade from the exams taken equals at least 2.8. The average grade determined in such a way is also considered in the selection procedure as per § 4, regardless of whether the final grade of the Bachelor’s degree deviates from this.

(4) Applicants who do not have a qualified Bachelor’s degree or an equivalent degree in accordance with paragraph 1 still fulfil the admission requirements if they have completed the Bachelor’s degree with a minimum grade of 3.2 or if the applicant demonstrates a corresponding average grade in accordance with paragraph 3, provided at least one of the following criteria a) to d), and criterion e), are fulfilled:

a) technically pertinent professional activities or internship work spanning at least 8 weeks, completed before, during or after the Bachelor’s studies, or
b) the Bachelor’s thesis was evaluated with a minimum grade of 2.0. The thesis should not be older than one year before the time of application, or
c) technically pertinent research activities (e.g. internship with research institutes, employment as a research student in large research associations such as post-graduate programmes or special research areas) spanning at least 8 weeks, completed before, during or after the Bachelor’s studies, or
d) outstanding publications in peer-reviewed literature
and
e) a written application, in which the suitability and motivation for the Master’s programme are demonstrated.

The admission committee reserves the right to invite applicants who do not fully meet the admission requirements to partake in an eligibility interview in accordance with § 5. Upon a successful interview the criteria are considered fulfilled.

(5) Applicants whose native language is not English and who do not have an English-language Bachelor’s degree must exhibit sufficient skills with the English language. Sufficient English skills are met when the applicant can demonstrate an IELTS with 6.5 or TOEFL IBT with 79 points.
§3

Commencement of studies and application term

(1) The Master’s programme in Geothermal Engineering begins in Winter Semester. Written application must be received by the university by 1 October (German applicants) or 15 July (international applicants) along with the application documents required by para 2. If not all necessary evidence can be submitted on time, a grace period may be granted upon request. There is no claim to admission for written applications that have been submitted late. The application is valid only for the provided seats for the respective application deadline.

(2) The following documents must be attached with the application in English - a notarised copy is required for transcripts and verification documents:
   a) the Bachelor’s degree, if already available,
   b) a certificate of the academic work performed, the credit points and the average grade (transcript of records),
   c) curriculum vitae,
   d) evidence as per § 2 para 5.

(3) Incomplete, improperly filled or late applications can be excluded from further consideration. The documents submitted remain with the university.

§4

Admission audit committee for the Master’s programme in Geothermal Engineering

(1) In order to prepare for an eligibility decision, the Faculty for Energy and Economics forms a committee that assesses the existence of the criteria for admission to the Master’s programme in Geothermal Engineering (A-committee).

(2) The A-committee consists of three voting members who must be university instructors or members of the staff, and a member of the student body with an advisory role. At least one member must be a university instructor. The members are assigned by the board of the Faculty for Energy and Economics. The membership term is three years, and one year for the student member. It is possible for the members to be re-appointed. The A-committee has a quorum when at least two voting members, including at least one university instructor, are present.

(3) The tasks of the A-committee are:
   a) Assessing the incoming admission applications for formal correctness,
   b) Assessing the admission requirements,
   c) Determining eligibility and motivation in accordance with § 4 para 4e),
   d) Holding eligibility interview in accordance with § 5,
   e) Deciding on the admission requirements of the applicants.

(4) After completion of the issuing process, the A-committee informs the board of the Faculty for Energy and Economics of the lessons learned and submits any recommendations for future development of the admissions process.
§5
Eligibility interview

(1) In the eligibility interview it shall be determined whether the following eligibility parameters are fulfilled:

- specific talents and interests of the applicant that could positively impact their studies,
- special motivation of the applicant to study Geothermal Engineering,
- competence in scientific / fundamental- and method-oriented work,
- knowledge of scientific fundamentals / basic knowledge from their prior studies,
- any demonstrated professional and internship work of at least 8 weeks, in accordance with § 2 paragraph 4.

(2) The following principles apply to the eligibility interview:

As a rule, the eligibility interview is conducted at Clausthal University of Technology. In justified cases, the eligibility interview may be held via video conference. The exact times and location of the interview are announced with reasonable notice prior to the interview. The applicants are timely invited to partake in the eligibility interview.

The A-committee holds individual interviews with the applicants. The relevant questions, answers and result of the interview must be documented and signed by the present members of the A-committee. The date and location of the interview, the name of the A-committee members present, the name of the applicant and the decision must be found in the transcript.

§6
Granting the decision, ending the process

(1) Applicants who fulfill the admission requirements receive a written letter of admission from the university.

(2) Applicants who do not fulfill the admission requirements receive a written letter of rejection from the university.

(3) The admission process is concluded two weeks after the beginning of lectures at the latest.

(4) The terms of enrolment regulation of Clausthal University of Technology generally valid for enrolment remain otherwise unaffected. The registration of applicants considered exceptionally suitable in accordance with § 2 para 3 is terminated if the Bachelor's degree for registration in the respective Winter Semester is not received by the university by 1 December, and the applicant is responsible for this.
§7
Coming into effect

These regulations come into effect on the day after their publication in the official announcement paper of Clausthal University of Technology.