

Academic and Examination Regulations for the Professional Master's Degree Program Vocational Education and Innovation at the Technical University of Munich

dated 30 June 2022

In accordance with Art. 13(1) Sentence 2 in conjunction with Art. 58(1) Sentence 1, Art. 61(2) Sentence 1 and Art. 43(5) of the Bavarian Higher Education Act [Bayerisches Hochschulgesetz (BayHSchG)] the Technical University of Munich issues the following Regulations:

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§ 34

Applicability, Academic Titles

- (1) ¹The Academic and Examination Regulations (FPSO) for the Professional Master's Degree Program Vocational Education and Innovation complement the General Academic and Examination Regulations for Bachelor's and Master's programs at the Technical University of Munich (APSO) dated 18 March 2011 as amended. ²The APSO has precedence.
- (2) ¹Upon successful completion of the Master's examination the degree "Master of Science" ("M.Sc.") is awarded. ²The academic title may also be used with the name of the university "(TUM)".

§ 35

Commencement of Study, Standard Duration of Study, ECTS

- (1) The Professional Master's Degree Program Vocational Education and Innovation at the Technical University of Munich commences, as a rule, in the winter semester.
- (2) ¹The number of classes in required and elective subjects needed to obtain the master's degree is 60 credits (33 weekly hours per semester) spread over four semesters. ²In accordance with § 46, students must also earn 30 credits for the Master's Thesis and the Master's Colloquium, spread over two semesters. ³The number of coursework units and examinations in required and elective subjects to be completed in the Professional Master's Degree Program Vocational Education and Innovation according to Appendix 1 is a minimum of 90 credits. ⁴The standard duration of study for the master's program is a total of five semesters.

§ 36

Eligibility Requirements

Eligibility for the Professional Master's Degree Program Vocational Education and Innovation is demonstrated by

1. a qualified bachelor's degree
 - a) obtained after a program of at least seven semesters from a domestic or foreign institution of higher education, or at least an equivalent degree related to Vocational Education in the fields of Education, Business Administration, the Cultural, Social, Engineering or Natural Sciences in which at least 210 credits have been earned,
 - b) obtained after a program of at least six semesters from a domestic or foreign institution of higher education, or at least an equivalent degree related to Vocational Education in the fields of Education, Business Administration, the Cultural, Social, Engineering or Natural Sciences and the passing of the Assessment Exam in accordance with Appendix 3,
2. an adequate knowledge of the English language; students whose language of instruction is not English must demonstrate proficiency through an acknowledged language test such as "Test of English as a Foreign Language" (TOEFL) (with at least 88 points), "International English Language Testing System" (IELTS) (with at least 6.5 points) or "Cambridge Main Suite of English Examinations";
3. proof of qualified work experience of not less than one year, as a rule,
4. passing of the Aptitude Assessment according to Appendix 2.

§ 37

Modular Structure, Module Examination, Courses, Areas of Specialization, Language of Instruction

- (1) ¹General provisions concerning modules and courses are set forth in § 6 and § 8 of the APSO. ²For any changes to the stipulated module provisions § 12(8) of the APSO applies.
- (2) The curriculum listing the required and elective modules is included in Appendix 1.
- (3) The following areas of specialization may be chosen in the Professional Master's Degree Program Vocational Education and Innovation:
 - Specialization module: Teaching and Learning in VET
 - Specialization module: Research in VET
 - Specialization module: Management and Leadership
 - Specialization module: Governance in VET.
- (4) As a rule, the language of instruction in the Professional Master's Degree Program Vocational Education and Innovation is English.

§ 38

Examination Deadlines, Academic Progress Checks, Failure to Meet Deadlines

- (1) ¹Examination deadlines, progress monitoring, and failure to meet deadlines are governed by § 10 of the APSO. ²As an exception to § 10(4)1 to 4 of the APSO, the following deadlines apply to the Professional Master's Degree Program Vocational Education and Innovation:
 - ³In the modules defined in Appendix 1, students must obtain
 1. at least 17 credits by the end of the third semester of enrollment in the degree program,
 2. at least 34 credits by the end of the fourth semester of enrollment in the degree program,
 3. at least 50 credits by the end of the fifth semester of enrollment in the degree program,
 4. at least 70 credits by the end of the sixth semester of enrollment in the degree program
 5. at least 90 credits by the end of the seventh semester of enrollment in the degree program
- (2) ¹At least one of the module examinations from the core modules listed in Appendix 1 must be successfully completed by the end of the second semester. ²In the event of failure to comply with this deadline § 10(5) of the APSO applies.

§ 39

Examination Board

In accordance with § 29 of the APSO, the board responsible for all decisions concerning examination matters is the Examination Board of the TUM School of Social Sciences and Technology.

§ 40

Recognition of Periods of Study, Coursework and Examination Results

The recognition of periods of study, coursework and examination results is governed by § 16 of the APSO.

§ 41

Continuous Assessment Procedure, Types of Assessment

- (1) ¹In addition to written and oral examinations, types of assessment in accordance with § 12 and § 13 of the APSO may include (but are not limited to) laboratory assignments, exercises (tests, where applicable), reports, project work, presentations, learning portfolios, research papers, or *parcours* examinations. ²Details of each module examination and the competencies to be assessed in each examination are set out in the module descriptions. ³Where the topic permits, the examination can be held either as an individual or group examination; § 18(2) Sentences 2 and 3 of the APSO apply accordingly.
- a) ¹A **written examination** is a supervised examination, in which students are expected to demonstrate, within a limited amount of time and using predefined methods and resources, their ability to identify problems, find solution strategies and, if required, implement them. ²The duration of written examinations is regulated in § 12(7) of the APSO.
- b) ¹Depending on the discipline, **laboratory assignments** may include experiments, measurements, field work, field exercises, etc., with the goal of students conducting such work, evaluating results, and gaining knowledge. ²These may consist of, for example, process descriptions and the underlying theoretical principles, including studying the relevant literature; preparation and practical implementation; calculations, if required, and documentation, evaluation, and interpretation of the results in the context of the knowledge to be gained. ³Laboratory assignments may be complemented by presentations designed to demonstrate a student's communication competency in presenting scholarly work to an audience.
- c) ¹**Practical credit requirements** involve students completing assigned tasks (for example, solving mathematical problems, writing computer programs, preparing models, preparing designs, etc.) using theoretical knowledge to solve application-oriented problems. ²They are designed to assess a student's factual and detailed knowledge and its application. ³Practical credit requirements may be administered in writing, orally, or electronically. ⁴They may be in the form of homework assignments, practice sheets, programming exercises, (e-)tests, design tasks, posters, tasks assigned within a university internship program, etc.
- d) ¹A **report** is a written record and summary of a learning process for the purpose of presenting the acquired knowledge in a structured way and analyzing the results in the context of a module. ²Students are expected to demonstrate that they have understood all essential aspects and are able to present them in writing. ³Reports may include excursion reports, internship reports, work reports, etc. ⁴The written report may be complemented by a presentation for the purpose of assessing the student's communication competency in presenting scholarly work to an audience.
- e) ¹**Project work** is designed to reach, in several phases (initiation, problem definition, role assignment, idea generation, criteria development, decision, implementation, presentation, written evaluation), the defined objective of a project assignment within a given period of time and using suitable instruments. ²In addition, project work may include a presentation or a subject-specific discussion in order to assess a student's communication competency in presenting scholarly work to an audience. ³It may also encompass design sketches, drawings, plans, models, objects, simulations or documentation.
- f) ¹A **research paper** is a written assignment in which students work independently on solving complex scholarly or scholarly/application-oriented problems, using the scientific methods of the related discipline. ²Students are expected to demonstrate that they are able to solve problems corresponding to the learning results of the module in question in compliance with the guidelines for scholarly work – from analysis and conception to implementation. ³Research papers, differing in their requirement standards, may take the form of a conceptual framework/theory paper, abstract, term paper, seminar paper, etc. ⁴The research paper may be complemented by a presentation and/or a colloquium for the purpose of assessing the student's communication competency in presenting scholarly work to an audience.

- g) ¹A **presentation** is a systematic and structured oral performance supported by suitable audio-visual equipment (such as projector, slides, posters, videos) for the purpose of demonstrating and summarizing specific issues or results and paring complex problems down to their essential core. ²For the presentation, the student is expected to demonstrate that he or she is capable of preparing a certain topic within a given time frame in such a way as to present or report it in a clear and comprehensible manner to an audience. ³In addition, the student is expected to demonstrate that he or she is able to respond competently to any questions, suggestions, or discussions brought by the audience and relating to his or her subject area. ⁴The presentation may be complemented by a brief written precis.
- h) ¹An **oral examination** is a timed, graded discussion on relevant topics and specific questions to be answered. ²In oral examinations students are expected to demonstrate that they have achieved the qualification objectives documented in the module descriptions and have understood the central concepts of the subject matter covered by the exam and are able to apply them to specific problems, and have understood the central concepts of the subject matter covered by the exam and are able to apply them to specific problems. ³The duration of the examination is regulated in § 13(2) of the APSO.
- i) ¹A **learning portfolio** is a collection of completed work compiled by the student according to predefined criteria that exhibits the student's progress and achievements in defined content areas at a given time. ²Students are required to explain why they chose the work they have and its relevance for their learning progress and the achievement of the defined learning outcomes. ³With the learning portfolio, students are expected to demonstrate that they have taken active responsibility for their learning process. ⁴Depending on the module description, types of independent study assessment in a learning portfolio may include, in particular, application-oriented assignments, web pages, weblogs, bibliographies, analyses, conceptual framework/theory papers, as well as the graphic representation of facts or problems. ⁵A subject-specific final oral discussion for the purpose of reflection and based on the content of the learning portfolio may also take place.
- j) ¹The **parcours examination** is made up of several components. ²Unlike a module examination component, *parcours* exam components are administered in sequence and completed in a specific time frame and location. ³*Parcours* components entail various types of examination, which together evaluate the competency profile of the module as a whole. ⁴Possible types of examination in *parcours* components may include those listed in g) and h) in combination with a practical requirement. ⁵The total duration of the *parcours* examination with all its components is indicated in the module catalog.
- (2) ¹As a rule, module examinations are taken concurrently with the program. ²The type and duration of module examinations is stipulated in Appendix 1. ³For any changes to the stipulated module provisions § 12(8) of the APSO applies. ⁴The assessment of the module examination is governed by § 17 of the APSO. ⁵The grade weights of module examination components correspond to the weighting factors assigned to them in Appendix 1.

§ 42

Admission to and Registration for the Master's Examination

- (1) Students who are enrolled in the Professional Master's Degree Program Vocational Education and Innovation are deemed admitted to the module examinations of the master's examination.
- (2) ¹Registration requirements for required and elective module examinations are stipulated in § 15(1) of the APSO. ²The registration requirements for repeat examinations for failed required and elective modules are stipulated in § 15(2) of the APSO.

§ 43

Scope of the Master's Examination

- (1) The master's examination consists of:

1. the module examinations in the corresponding modules according to § 43(2),
2. the master's thesis according to § 46 and § 46 a,
3. and the coursework listed in § 45.

- (2) ¹The module examinations are listed in Appendix 1. ²Students must complete 40 credits in the required modules and 8 credits in elective modules. ³The selection of modules must comply with § 8(2) of the APSO.

§ 44

Repeat Examinations, Failed Examinations

- (1) ¹The repetition of examinations is governed by § 24 of the APSO. ²The repeat examination of a failed module examination that took place at the end of the lecture period must be taken by the end of the first week of the lecture period of the following semester at the latest.
- (2) Failure of examinations is governed by § 23 of the APSO.

§ 45

Coursework (Pass/Fail Credit Requirements)

In addition to the examinations listed in § 43 (1), verification of the successful completion of coursework amounting to 12 credits in the modules Mentoring and Job Shadowing in accordance with Appendix 1 must be provided.

§ 46

Master's Thesis

- (1) As part of the master's examination, each student must write a master's thesis in accordance with § 18 of the APSO.
- (2) ¹Completion of the master's thesis module, as a rule, is the final examination requirement. ²Upon request students may be granted early approval to commence work on the master's thesis module if the objective of the thesis in the sense of § 18(2) APSO can be fulfilled under consideration of the progression of studies to date.
- (3) ¹The period between topic assignment and submission of the completed thesis must not exceed six months. ²The thesis is considered presented and not passed if the student fails to submit it on time without valid reasons as specified in § 10(7) of the APSO. ³The thesis may be written in either the German or the English language.
- (4) ¹The completion of the master's thesis module consists of a written composition and the Master's Colloquium according to § 46 a. ²The Master's Thesis module is worth 30 credits.
- (5) ¹If the master's thesis module was not graded as at least "sufficient" (4.0), it may be repeated once with a new topic. ²The topic of the master's thesis must be re-registered no later than six weeks after notification of the result.

§ 46 a

Master's Colloquium

- (1) The Master's Colloquium takes place immediately after successful completion of the thesis.
- (2) The Master's Colloquium is to be conducted by the thesis advisor (*Themensteller*) and an expert assessor.

- (3) If requested by the student, the Master's Colloquium is to be conducted in English.
- (4) ¹As a rule, the Master's Colloquium is 30 minutes long. ²Students will have approximately 20 minutes to present their thesis. ³This is followed by a defense, which, starting from the thesis topic, extends to the wider subject area of the thesis.

§ 47

Passing and Assessment of the Master's Examination

- (1) The master's examination is deemed passed when all examinations required for the master's examination in accordance with § 43(1) have been passed and a plus credits account of at least 90 credits has been achieved.
- (2) ¹The module grade will be determined according to § 17 of the APSO. ²The overall grade for the master's examination will be calculated as the weighted grade average of the modules according to § 43(2) and the master's thesis module. ³The grade weights of the individual modules correspond to the credits assigned to each module. ⁴The overall assessment is expressed by the designation according to § 17 of the APSO.

§ 48

Degree Certificate, Diploma, Diploma Supplement

If the master's examination is passed, a degree certificate, a diploma and a diploma supplement including a transcript of records are to be issued in compliance with § 25(1) and § 26 of the APSO.

§ 49

Entry into Force

¹These regulations will enter into force on 1 April 2022. ²They apply to all students who commence their studies at the Technical University of Munich as of the winter semester 2022/2023.

APPENDIX 1: Examination Modules

No.	Module name	Type of module	Type of instruction	Sem.	Credits	Type of examination	SWS	Duration of examination	Language of instruction
	Models and Theories in VET	Required	seminar	1	5	Project work	3	n.a.	English
	Teaching and Learning in VET	Required	seminar	1	5	Project work	3	n.a.	English
	Fundamentals of Research in VET	Required	seminar	1	5	Research paper	3	n.a.	English
	VET Structure and Organisation in Germany	Required	seminar	2	5	Project work	3	n.a.	English
	Digital Transformation in VET	Required	seminar	2	5	Project work	3	n.a.	English
	Workplace Learning	Required	seminar	2	5	Project work	3	n.a.	English
	VET from an international Perspective	Required	seminar	3	5	Project work	3	n.a.	English
	People and Organizational Development	Required	seminar	3	5	Portfolio	3	n.a.	English
	Master's Thesis Part 1	Required	seminar	4	10	Research paper		n.a.	English
	Master's Thesis Part 2	Required		5	20	Research paper		n.a.	English

Required Elective Modules

No.	Module name	Type of module	Type of instruction	Sem.	Credits	Type of examination	SWS	Duration of examination	Language of instruction
	Management and Leadership	Required	seminar	4	8	Project work	4	n.a.	English
	Teaching and Learning in VET	Required	seminar	4	8	Research paper	4	n.a.	English
	Research in VET	Required	seminar	4	8	Research paper	4	n.a.	English
	Governance in VET	Required	seminar	4	8	Project work	4	n.a.	English

Coursework (Pass/Fail Credit Requirements)

No.	Module name	Type of module	Type of instruction	Sem.	Credits	Type of examination	SWS	Duration of examination	Language of instruction
	Job Shadowing	Required	seminar	3	4	Learning portfolio	3	n.a.	English
	Mentoring	Required	seminar	1-4	8	Learning portfolio	2	n.a.	English

Explanations:

Sem. = semester; SWS = Semesterwochenstunden/weekly hours per semester; V = Vorlesung/lecture; Ü = Übung/exercise; P = Praktikum/internship, Se = seminar

In the column "Duration of examination", the duration of written examinations is specified in minutes.

APPENDIX 2: Aptitude Assessment

Aptitude Assessment for the Professional Master's Degree Program Vocational Education and Innovation at the Technical University of Munich

1. Purpose of the Process

¹Eligibility for the Professional Master's Degree Program Vocational Education and Innovation, in addition to the requirements according to § 36(1)1 and 2, requires proof of aptitude as set out in § 36(1)3 in accordance with the following provisions. ²The special qualifications and skills of the candidates should correspond to a professional in the field of a Vocational Education. ³Individual aptitude parameters are:

- previous academic education
- practical skills in managing projects in Vocational Education with a focus on Teaching and Learning/Science/Leadership/Governance.
- ability to do research work and/or basic research and methodologically sound thinking,
- (above) average language skills in English, both in speaking and writing

2. Aptitude Assessment Process

2.1 ¹The Aptitude Assessment Process is conducted annually. ²The Regulations of the Technical University of Munich on Enrollment, Re-enrollment, Leave of Absence, and Disenrollment (ImmatS) dated 9 January 2014, as amended, in particular § 7, apply to the Aptitude Assessment Process.

2.2 ¹Applications to perform the Aptitude Assessment for the winter semester as specified in § 7 of the Regulations on Enrollment must be submitted to the Technical University of Munich together with the documents listed therein, as well as the documents specified in 2.3 and § 36(1)2 and 3 no later than 31 May (absolute deadline) using the online application procedure. ²Official copies of the student's diploma and graduation certificate, serving as proof of the conferral of the bachelor's degree, must be submitted to the TUM Center for Study and Teaching – Admissions and Enrollment Office no later than five weeks after the first day of classes. ³Admission to the master's program is, otherwise, not possible in accordance with § 36 of these regulations.

2.3 The application must include:

2.3.1 a transcript of records containing modules amounting to at least 180 credits; the transcript of records must be issued by the relevant examination authority or academic programs office,

2.3.2 curriculum vitae formatted as a table,

2.3.3 a written essay of at most one to two A4 pages giving the reasons for selecting the Professional Master's Degree Program Vocational Education and Innovation at the Technical University of Munich in which applicants explain their exceptional motivation on the basis of which they consider themselves particularly suitable for the Professional Master's Degree Program Vocational Education and Innovation at the Technical University of Munich; the applicant's exceptional motivation and commitment is to be demonstrated, for example by providing details on program-related vocational training, internships, stays abroad, or program-related further education beyond the attendance and course requirements of the bachelor's program. This is to be evidenced by material provided as appendices, as appropriate,

2.3.4 a declaration that the essay is the applicant's own work, and that the applicant has clearly identified any ideas taken from outside sources.

3. Aptitude Assessment Commission, Selection Committees

- 3.1 ¹Aptitude assessment is administered by the Aptitude Assessment Commission and the Selection Committees. ²The Aptitude Assessment Commission is responsible for preparing the aptitude assessment process, organizing it and ensuring a structured and standardized process for determining aptitude within the framework of these Regulations; it bears responsibility, insofar as no other body is specified by these Regulations or through delegation of its authority to another body. ³Selection Committees are to conduct the assessment process in accordance with No. 5 below, subject to No. 3.2 Sentence 11
- 3.2 ¹The Aptitude Assessment Commission consists of five members. ²Members of the Commission are appointed by the Dean, in consultation with the Study Dean, from among the authorized examiners of the TUM School of Social Sciences and Technology, who are members of the degree program faculty. ³At least three Commission members must be university educators within the meaning of the Bavarian Act on Higher Education Staff (BayHSchPG). ⁴The departmental student council has the right to name a student representative to serve on the Commission in an advisory capacity. ⁵A deputy is to be appointed for each member of the Commission. ⁶The Commission elects a chairperson from among its members. ⁷Procedures are governed by § 30 of the TUM Charter as last amended. ⁸The term in office of Commission members is 1 year. ⁹Extensions of the term of office and reappointments are possible. ¹⁰Urgent decisions that cannot be postponed can be made by the chairperson on behalf of the Commission; He/She must inform the Commission of such decisions without delay. ¹¹The Academic Programs Office supports the Commission and the Selection Committee; the Commission may delegate to the Office the task of assessing formal admissions requirements in accordance with No. 4, as well as the determination of points to be awarded based on defined criteria for which there is no freedom of discretion involved. This includes, in particular, the conversion of grades and the calculation of the overall points earned by the applicant.
- 3.3 ¹Each Selection Committee consists of two members of the TUM School of Social Sciences and Technology, who are authorized to conduct examinations in the degree program according to Art. 62(1) Sentence 1 of the Bavarian Higher Education Act [BayHSchG] in conjunction with the act governing examiners at institutions of higher education [Hochschulprüferverordnung]. ²At least one member must be a university educator within the meaning of the Bavarian Act on Higher Education Staff (BayHSchPG). ³It is permissible to serve concurrently on both the Aptitude Assessment Commission and the Selection Committee. ⁴Members of the Committee are appointed by the Commission for a term of 1 year; No. 3.2 Sentence 9 applies accordingly. ⁵Different Selection Committees may be assigned to individual criteria and stages of the assessment process.

4. Admission to the Aptitude Assessment Process

- 4.1 Admission to the aptitude assessment process requires that all documentation specified in No. 2.2 has been submitted in a timely and complete fashion.
- 4.2 ¹Applicants who have fulfilled the requirements according to No. 4.1 will be assessed according to No. 5. ²Applicants not suited to the program will receive a letter of rejection stating the grounds for rejection and informing them of legal remedies.

5. The Aptitude Assessment Process

5.1 First Stage

5.1.1 ¹It will be assessed, on the basis of the written application documents required under no. 2.3, whether or not an applicant is suitable for a program pursuant to No. 1 (first stage of the aptitude assessment process). ²The candidate's application documents will be evaluated on a scale ranging from 0 to 60 points, 0 being the worst and 60 the best possible result.

³The following criteria will be applied to the evaluation:

a) **Professional Qualification**

¹Proof of professional experience as defined in 2.3.2 and 2.3.3 will be evaluated on a scale of 0 to 8 points. ²Professional experience will be assessed using the following criteria:

1. complexity of tasks,
2. project responsibility, project duration, working across projects and departments,
3. scope of responsibility involved in tasks.

³The criteria are assessed independently, with equal weighting. ⁴The point total will be calculated as the arithmetic mean of the sum of the scores of the individual criteria awarded by the two Committee members. ⁵The overall point total is the sum of the assessments made by the Committee members, rounded up to the nearest full point. ⁶The maximum number of points is 16.

b) **Grade**

To assess the skills and qualifications mentioned in No.1.1, the level of qualification stated in the first academic university degree is used. ²The applicant will be awarded 1 point for each tenth of a grade that the final grade is better than 4.0. ³The maximum number of points is 30. ⁴Negative points will not be awarded. ⁵Grades of international degrees will be converted by applying the Bavarian formula.

c) **Letter of Motivation**

¹The applicant's written statement will be evaluated and graded on a scale of 0 – 7 points.

²The content of the written statement will be assessed using the following criteria:

1. convincing demonstration of particular motivation for the master's degree program supported by arguments and meaningful examples (see 2.3.3.),
2. ability to appropriately highlight important points of their reasoning in writing in the English language.

³The two Committee members independently assess each criteria with equal weighting. ⁴The score per Committee member is calculated as the arithmetic mean of the sum of the scores of the individual criteria. ⁵The overall point total awarded by the two Committee members will be calculated as the arithmetic mean of their individual assessments, rounded up to the nearest full point. ⁶The maximum number of points is 14.

5.1.2 The points total in the first stage will be calculated as the sum of the individual evaluations.

5.1.3 Applicants who have achieved at least 45 points in stage 1 of the aptitude assessment will be deemed suitable.

5.1.4 Applicants who have achieved less than 29 points fail the aptitude assessment.

5.2 Second Stage

5.2.1 ¹The remaining applicants will be invited to an aptitude assessment interview. ²In the second stage of the aptitude assessment, the qualifications acquired in the bachelor's degree program and the result of the aptitude assessment interview are evaluated, whereby the qualification acquired in the bachelor's is to be weighted equally. ³Interview appointments will be announced at least one week in advance. ⁴The interview appointment must be kept by the applicant. ⁵The assessment interview will usually be conducted by video conference. ⁶If the video or audio transmission is disrupted, the interview can be continued after the disruption has been resolved or a follow-up appointment can be scheduled. ⁷In the event of repeated disruption, the aptitude assessment interview may be scheduled as a face-to-face meeting in exception to Sentence 6. ⁸Sentences 6 and 7 do not apply if it can be proven that the applicant is responsible for the disruption. ⁹In this case, the aptitude assessment interview will be assessed. ¹⁰If the applicant is unable to attend an aptitude assessment interview due to reasons beyond his/her control, a later appointment may be scheduled upon a student's well-grounded request, but no later than two weeks before the beginning of classes.

5.2.2 ¹The aptitude assessment interview is to be held individually for each applicant. ²The interview will be held in English and last at least 20 but not more than 30 minutes for each applicant. ³The interview will focus on the following topics:

1. Exceptional motivation for the Professional Master's Degree Program Vocational Education and Innovation according to the criteria for assessing the written statement of purpose mentioned in No. 2.3.4,
2. Work experience as a professional in Vocational Education,
3. English language skills.

⁴The above topics may cover the documentation submitted according to 2.3. ⁵Any subject-specific academic knowledge that is to be taught in the Professional Master's Degree Program Vocational Education and Innovation will not affect the decision. ⁶With the applicant's approval, a representative of the student body may sit in on the interview.

5.2.3 ¹Committee members independently assess each of the three areas with equal weighting. ²Each member of the Committee will grade the result of the interview on a scale from 0 to 5, 0 being the worst and 5 being the best possible result. ³The points total will be calculated as the arithmetic mean of the individual evaluations. ⁴Non-vanishing decimal places must be rounded up. ⁵The maximum number of points is 15.

5.2.4 ¹The total number of points awarded in stage 2 is the sum of the points awarded in 5.2.3 and those awarded in 5.1.1.b) (Grade). ²Applicants with 25 or more points will be deemed suitable.

5.3 Determination and Notification of Results

¹Applicants will be informed of the results of the aptitude assessment through official notification. ²Applicants not suited for the program will receive a letter of rejection stating the grounds for rejection and informing them of legal remedies.

5.4 Candidate's suitability for the program, once determined in aptitude assessment, applies to all subsequent applications for this program.

6. Documentation

¹The aptitude assessment process must be documented, in particular the names of the participating members of the Selection Committee, the evaluation of the first and second stages, as well as the overall results. ²The aptitude assessment interview must be documented, including the date, duration and location of the assessment, the names of the participating Selection Committee members, the applicant's name, and a list of main topics of discussion in bullet points.

7. Repeat Aptitude Assessments

Applicants who have failed an aptitude assessment may apply once to repeat the aptitude assessment process.

Appendix 3: Assessment Exam

¹Applicants falling under the provisions of § 36(1) 1b are required to take an assessment exam. ²The assessment exam is to show whether applicants have achieved the entry or qualification level of 210 credits in addition to the first university degree (base level 180 credits) required for the Professional Master's Degree Program Vocational Education and Innovation. ³In the assessment exam, the university educators responsible assess on a case-by-case basis and based on the catalog of requirements defined by the Examination Board whether the applicants meet the requirements of the degree program in terms of the following acquired knowledge and skills:

- ability to identify methods to solve problems in the respective scientific field,
- ability to develop independent and sustainable learning and working processes in teams,
- ability to recognize contextual relationships between the respective scientific field and Vocational Education.

⁴The exam may be an oral examination of approximately 30 minutes on the aforementioned aspects in order to verify the competencies required for the master's degree program amounting to 30 credits, which have been acquired outside of the university. ⁵As a rule, the assessment exam is conducted following the aptitude assessment interview as described in 5.2. ⁶It determines whether and, if so, to what extent additional credits for relevant professional experience and for relevant further qualifications can be awarded. ⁷The assessment exam is deemed passed if both university educators award a "pass" for the performance in the oral exam and the aforementioned credentials, together with the first degree qualifying the student for a profession, amount to at least 210 credits.

Executed following a resolution of the Senate of the Technical University of Munich dated 23 March 2022 and approval of the President of the Technical University of Munich on 30 June 2022.

Munich, 30 June 2022

Technical University of Munich

Thomas F. Hofmann
President

These Regulations were made available for inspection at the Technical University of Munich on 30 June 2022, following their announcement on 30 June 2022. Day of proclamation shall therefore be 30 June 2022.