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The faculty council of the Faculty of Law of Gottfried Wilhelm Leibniz Universität Hannover resolved on 23.05.2012 the following amended regulations on the selection process for the bachelor's degree programme IT Law and Intellectual Property Law (LL.B.) (restricted admission). The Presidential Board approved the amendments on 13.06.2012 in accordance with section 37 paragraph 1 subparagraph 5. b) of the Lower Saxony Higher Education Act (NHG). These regulations shall take effect on the day following publication in the official bulletin of Gottfried Wilhelm Leibniz Universität Hannover.

### **Regulations on the selection process for the bachelor's degree programme IT Law and Intellectual Property Law (LL.B.) (restricted admission)**

The faculty council of the Faculty of Law resolved on 23.05.2012 the following regulations in accordance with Section 18 paragraph 6 Lower Saxony Higher Education Act (NHG) and Section 41 paragraph 1 NHG in conjunction with Section 6 paragraph 4 of the constitution of Leibniz University Hannover.

#### **Section 1 Scope**

These regulations specify eligibility to apply for and admission to the degree programme IT Law and Intellectual Property Law (LL.B.) (degree programme).

#### **Section 2 Requirements for eligibility to apply**

(1) In order to be eligible to apply to the degree programme in question, the applicant must

1. have obtained the general university entrance qualification and
2. provide evidence of particular aptitude as per paragraph 2.

(2) Particular aptitude requires:

1. evidence of particular motivation to complete the selected degree programme as per paragraph 3 and
2. sufficient language skills as per paragraph 4.

(3) Evidence of particular motivation is provided in a letter of motivation to be submitted with the application and in which the following items are to be described:

1. the specific talents, interests and experiences because of which the applicant considers they have particular aptitude for this degree programme,
2. the extent to which this degree programme qualifies the applicant for their professional goals,
3. the applicant's expectations for the planned stay abroad.

The letters of motivation shall be reviewed by the selection committee as per Section 5. Evidence of particular motivation requires that the letter of motivation achieves at least 2 points. Either 0 points or 1 point shall be given for each of the three parameters as per sentence 1. These points correspond to the following evaluation:

0 = not fulfilled or not described convincingly

1 = fulfilled or described convincingly.

(4) Applicants must have sufficient German and English skills. They must provide evidence as follows:

1. For German: Applicants who are not native speakers of German must provide evidence of their German language skills by passing the Deutsche Sprachprüfung für den Hochschulzugang (DSH, German language examination for university admission) level 2, the Test Deutsch als Fremdsprache (TestDaF, test of German as a foreign language) level 4x4, the Kleine Deutsche Sprachdiplom (KDS) or equivalent examinations.

2. For English: Applicants who are not native speakers of English must provide evidence of their language skills by fulfilling one of the following prerequisites:
  - a) successful completion of the Test of English as a Foreign Language (TOEFL) with at least IBT 74/120, the Cambridge Certificate in Advanced English (CAE) or Proficiency in English (CPE), each at least with Grade C or a certificate of the International English Language Testing System (IELTS) with at least Grade 6,
  - b) school reports documenting successful participation in a Leistungskurs/Kurs mit erhöhtem Anforderungsniveau (advanced courses) in English (arithmetic mean of the four semester grades at least 5 points) or successful participation for at least two years in a Grundkurs/Kurs mit grundlegendem Anforderungsniveau (basic courses) in English (arithmetic mean of the four semester grades at least 6 points),
  - c) evidence of a stay abroad of at least nine months in a country whose official language is English.

### **Section 3 Beginning of the degree programme and application deadline**

(1) Students may begin the degree programme in the winter semester. Applications, including the required documents specified in paragraph 2, must be received by the university by 15 July for the winter semester. Applications shall be effective only for the allocation of places corresponding to the respective application deadline.

(2) Applications must be accompanied by the documents listed below in addition to the application form; certified copies are required for certificates and official confirmations:

1. a letter of motivation as per Section 2 paragraph 3 in German or English,
2. a curriculum vitae in German or English,
3. the school leaving certificate conferring the university entrance qualification,
4. evidence of the required language skills as per Section 2 paragraph 3.

(3) Applications that are incomplete or do not meet the requirements regarding form or deadline will be excluded from the admissions procedure. The university will retain the submitted documents.

### **Section 4 Selection Process**

(1) After the advance quotas (cases with priority, cases of hardship, international students, additional degree) have been subtracted, 90% of the remaining places in the degree programme shall be allocated according to the results of the selection process as per paragraph 2 and the other 10% according to the applicants' waiting period.

(2) The decision in the selection process shall be made as follows: A ranking shall be prepared on the basis of the final grade as per Section 2 paragraph 1 (a) and the evaluation of the letter of motivation as per Section 2 paragraph 3, whereby the final grade shall be improved by 0.5 for each item identified as per Section 2 paragraph 3 sentence 4. In the event that multiple applicants hold an equal rank, their ranking shall be determined by drawing lots.

(3) In all other respects, the provisions of the university's enrolment regulations that generally apply shall remain unaffected.

### **Section 5 Selection Committee**

The selection committee (Section 11 paragraph 5 sentence 3 of the Verordnung über die Vergabe von Studienplätzen durch die Hochschulen (Regulation on the Allocation of Places by Universities) comprises one member of the group of professors and junior professors and a member of the full-time academic staff.

### **Section 6 Notification, Allocation of Remaining Places (“Nachrückverfahren”), Completion of the Procedure**

(1) Successful candidates will receive written notification of admission from the university. A deadline will be specified in the notification within which the applicant must declare in writing whether they wish to accept the place or not. If this declaration is not received in correct form by the deadline, the notification of admission becomes invalid. This legal consequence must be indicated in the notification of admission.

(2) Unsuccessful candidates shall receive a notification of rejection stating their rank and the rank of the last admitted applicant. The notification of rejection must include information on legal remedies. The notification of rejection shall also include the request to confirm in writing by a stated deadline whether the applicant wishes to maintain their application for admission for the allocation of remaining places (“Nachrückverfahren”). If the applicant does not submit this declaration in correct form by the deadline, they shall be excluded from the allocation of remaining places (“Nachrückverfahren”). This legal consequence must be indicated.

(3) Applicants may withdraw their acceptance of a place until the beginning of the lecture period. Withdrawal must be stated in writing.

(4) Remaining places shall be allocated (“Nachrückverfahren”) in the order of the ranking as per section 4 paragraph 2.

### **Section 7 Entry into Force**

These regulations shall enter into force the day after publication in the university's official bulletin.