BACHELOR’S AND MASTER’S STUDY PROGRAMS

VALID FROM 26.02.2019

ADMISSIONS REGULATIONS
<table>
<thead>
<tr>
<th>Section</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Scope of application</td>
<td>4</td>
</tr>
<tr>
<td>2</td>
<td>Admissions committee</td>
<td>4</td>
</tr>
<tr>
<td>3</td>
<td>General admissions requirements for Bachelor’s and Master’s study programs</td>
<td>4</td>
</tr>
<tr>
<td>4</td>
<td>Special admissions requirements for Bachelor’s study programs</td>
<td>5</td>
</tr>
<tr>
<td>5</td>
<td>Special admissions requirements for Master’s study programs</td>
<td>6</td>
</tr>
<tr>
<td>6</td>
<td>Bachelor’s and Master’s admissions requirements for applicants with professional qualifications</td>
<td>8</td>
</tr>
<tr>
<td>7</td>
<td>Acquisition of missing ECTS points for Master’s study programs</td>
<td>9</td>
</tr>
<tr>
<td>8</td>
<td>Documents to be submitted</td>
<td>10</td>
</tr>
<tr>
<td>9</td>
<td>Placement test</td>
<td>12</td>
</tr>
<tr>
<td>10</td>
<td>Final provisions</td>
<td>14</td>
</tr>
</tbody>
</table>
SECTION 1 SCOPE OF APPLICATION

1. The admissions regulations for Bachelor’s and Master’s study programs in the Faculty of Design at the state-recognized, private Hochschule Fresenius specify and supplement the provisions of the general section and special section of the examination regulations for Bachelor’s and Master’s study programs in the Faculty of Design at the state-recognized, private Hochschule Fresenius.

SECTION 2 ADMISSIONS COMMITTEE

1. The admissions committee and the head of the admissions process decide whether the admissions requirements for the Bachelor’s or Master’s study program have been met as defined in sections 3 – 6.

2. The admissions committee consists of the study program director at the relevant location and at least one other member of the teaching staff.

3. For Master’s study programs, the admissions committee should also include at least one professor.

4. The admissions committee that performs aptitude tests to identify exceptional artistic talent consists of the Vice Dean’s Office in the relevant location, the respective program director, and two other professors teaching on the study program in question.

SECTION 3 GENERAL ADMISSIONS REQUIREMENTS FOR BACHELOR’S AND MASTER’S STUDY PROGRAMS

1. The following admissions requirements apply to Bachelor’s study programs in the Faculty of Design at the state-recognized, private Hochschule Fresenius:

   1.1 Applicants must pass the Hochschule Fresenius selection process, which is designed to ensure general academic ability and aptitude in accordance with the study program-specific special sections of the examination regulations for Bachelor’s study programs in the Faculty of Design at the state-recognized, private Hochschule Fresenius.

   1.2 Applicants to German-language Bachelor’s study programs must provide evidence of English language skills at Level B1 of the Common European Framework of Reference or equivalent. Applicants to English-language Bachelor’s study programs must provide evidence of English language skills at Level B2 of the Common European Framework of Reference or equivalent.

   1.3 Applicants from outside Germany who wish to join German-language Bachelor’s study programs must provide evidence of German language skills at Level DSH 1, TestDaF Level TDN 3, or equivalent. Applicants from outside Germany who wish to join English-language Bachelor’s study programs may provide evidence of German language skills (Level A2) during the program.

2. The following admissions requirements apply to Master’s study programs in the Faculty of Design at the state-recognized, private Hochschule Fresenius:

   2.1. Applicants must pass the Hochschule Fresenius selection process, which is designed to ensure general academic ability and aptitude in accordance with the
study program-specific special sections of the examination regulations for Master’s study programs in the Faculty of Design at the state-recognized, private Hochschule Fresenius.

2.2. Applicants must provide evidence of satisfactory English language skills (at least Level B2 of the Common European Framework of Reference or equivalent). The admissions committee shall decide whether this is necessary for applicants from English-speaking countries or applicants who have earned their first university degree through an English-language study program.

2.3. Applicants from outside Germany who wish to join German-language Master’s study programs must provide evidence of German language skills at Level DSH 1, TestDaF Level TDN 3, or equivalent. Applicants from outside Germany who wish to join English-language Master’s study programs may provide evidence of German language skills (Level A2) during the program. The admissions committee shall decide whether this is necessary for applicants from outside Germany who have earned their first university degree through a German-language study program.

3. The head of the admissions process shall decide whether to admit applicants with first university degrees earned outside the Federal Republic of Germany based on the statutory provisions and stipulations of the German Rectors’ Conference (Hochschulrektorenkonferenz) and the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany (Kultusministerkonferenz).

SECTION 4 SPECIAL ADMISSIONS REQUIREMENTS FOR BACHELOR’S STUDY PROGRAMS

1. In accordance with Section 54 (4) HHG, applicants to the artistic/design study programs in “Spatial Design (B.A.)” (German-language program), “Interior Design (B.A.)” (German-language program), “Fashion Design (B.A.)” (German-language program), “Brand and Communication Design (B.A.)”, “Product Design (B.A.)”, and the English-language study programs in “Fashion Design (with internship) (B.A.)” and “Fashion Design (B.A.)” who have proven their exceptional artistic talent do not require a university entrance qualification. Applicants with exceptional artistic talent are required to demonstrate this in an additional aptitude test.

2. In general, admission to the part-time Bachelor’s study program in “Fashion Management (B.A.)” requires initial education in a relevant commercial, technical/engineering, or design- or craft-related field, plus at least one year of full-time professional activity relating to this initial education. Applicants who have not completed sufficient professional activity (but at least six months) may complete the remaining time alongside their studies. Evidence of a full year of professional activity must be provided within the first two semesters.

3. Admission to English-language Bachelor’s study programs usually requires evidence of English language skills at Level B2 of the Common European Framework of Reference or equivalent.

4. The following general admissions requirements apply for non-German applicants to the English-language “Fashion Design (B.A.)”:

4.1. The English-language study program in “Fashion Design (B.A.)”, which has a regular duration of study of six semesters without an internship, is aimed pre-
dominantly at applicants currently enrolled on the international "Fashion Design (B.A.)" study program at Beijing Normal University Zhuhai in China who are in at least their third semester of study.

4.2. Students on the international "Fashion Design (B.A.)" study program at Beijing Normal University Zhuhai in China participate in the Hochschule Fresenius selection process, which is designed to ensure general academic ability and aptitude for the "Fashion Design (B.A.)" study program in the Faculty of Design in accordance with section 3 (1) 1 of these admissions regulations. The selection process involves teaching staff from the Faculty of Design and is usually conducted at Beijing Normal University Zhuhai in China six months before admission to study in Germany.

4.3. Applicants to the "Fashion Design (B.A.)" study program must provide evidence of English language skills at Level B1 or IELTS 5.0.

SECTION 5 SPECIAL ADMISSIONS REQUIREMENTS FOR MASTER’S STUDY PROGRAMS

1. The following admissions requirements apply to the vocational "Management in Creative Industries (MBA)" Master’s study program:

1.1. A first university degree worth 210 ECTS points in a design- or engineering-related study program that trains students for areas of responsibility within the creative industry.

1.2. At least one year of professional activity (after the first university degree) in a field relevant to the skills objectives of the study program. References and contracts may be submitted as evidence of the required professional experience. The relevance of the activity is determined by the admissions committee.

2. The following admissions requirements apply to the consecutive "Fashion and Product Management (M.A.)" Master’s study program:

2.1. A first university degree worth 210 ECTS points from the "Fashion and Design Management (B.A.)" study program, or

a first university degree worth 210 ECTS points from an industry-specific business administration study program or

an industry-specific engineering study program for management-oriented tasks within the fashion industry, or

a first university degree worth 210 ECTS points from a business administration study program plus at least six months of professional activity in companies within the fashion and design industry in a field of activity relevant to the skills objectives of the study program.

Relevance is determined by the admissions committee.

2.2. Evidence of ECTS points gained in the subject areas of business administration and management (at least 22 ECTS points), marketing (at least 8 ECTS points), and industry-specific fields such as textile technology, clothing technology, and product management (at least 10 ECTS points).

2.3. Confirmation of an internship in Germany/abroad or professional activity in Germany/abroad in a company within the fashion industry lasting at least six months.
3. The following admissions requirements apply to the vocational "Fashion and Retail Management (M.A.)" Master's study program:

3.1. A first university degree worth 210 ECTS points from the "Fashion and Design Management (B.A.)" study program and at least one year of professional activity in companies within the fashion and design industry in a field relevant to the skills objectives of the study program, or

a first university degree worth 210 ECTS points from the "Design and Innovation Management (B.A.)" study program and at least one year of professional activity in companies within the fashion and design industry in a field relevant to the skills objectives of the study program, plus completion of industry-specific qualification modules in "Principles of Fashion and Creative Industries" and "Principles of Patternmaking and Manufacturing" where applicable. Attendance of selected seminars within the "Fashion and Design Management (B.A.)" study program may be arranged in individual cases. Or,

a first university degree worth 210 ECTS points from an industry-specific business administration study program for management-oriented tasks in the fashion and creative industries and at least one year of professional activity in companies within the fashion and design industry in a field relevant to the skills objectives of the study program, or

a first university degree worth 210 ECTS points from a business administration study program plus at least one year of professional activity in companies within the fashion and design industry in a field of activity relevant to the skills objectives of the study program.

The "Principles of Fashion and Creative Industries" qualification module must also be completed successfully. In individual cases, selected seminars within the "Fashion and Design Management (B.A.)" study program may also be attended.

Relevance is determined by the admissions committee.

3.2. Evidence of ECTS points gained in the subject areas of business administration and management (at least 30 ECTS points) and marketing (at least 12 ECTS points).

4. The following admissions requirements apply to the consecutive "Sustainability in Fashion and Creative Industries (M.A.)" Master's study program:

4.1. A first university degree worth 210 ECTS points from the "Fashion and Design Management (B.A.)" study program, or

a first university degree worth 210 ECTS points from an industry-specific business administration or engineering study program for management-oriented tasks within the fashion and creative industries, or

a first university degree worth 210 ECTS points from an industry-specific design-related study program for tasks within the fashion and creative industries related to or building upon design. Where necessary, the "Principles of Management and Economics" and "Marketing Management" qualification modules must be completed successfully. In individual cases, these will be supplemented with selected English-language seminars from the "Fashion and Design Management (B.A.)" study program. Or,

a first university degree worth 210 ECTS points in a business administration study program. Where necessary, the "Principles of Patternmaking and Manufacturing" and "Principles of Fashion and Creative Industries" qualification modules must be completed successfully. In individual cases, these will be supplemented with selected seminars from the "Fashion Design (B.A.)" study program.
Relevance is determined by the admissions committee. In individual cases, applicants may be granted admission subject to the submission of further supporting documents.

SECTION 6  BACHELOR’S AND MASTER’S ADMISSIONS REQUIREMENTS FOR APPLICANTS WITH PROFESSIONAL QUALIFICATIONS

1. The admission of applicants with professional qualifications to study programs in the Faculty of Design is subject to the current version of the regulations governing the admission of people with professional qualifications to higher education institutions in the state of Hessen (Verordnung über den Zugang beruflich Qualifizierter zu den Hochschulen im Lande Hessen, BerQHSchulZV). Applicants with professional qualifications must complete an additional university admissions test.

2. Applicants with professional qualifications may attend the part-time Bachelor’s study program in “Fashion Management (B.A.)” provided the following requirements are fulfilled:

- Evidence of relevant commercial or technical/engineering vocational training
- Evidence of at least three years of relevant professional activity
- English language skills of at least Level B1 of the Common European Framework of Reference or IELTS 5.0
- Successful completion of the AMD aptitude test

3. Applicants with professional qualifications who do not have a first university degree may also be admitted to a vocational Master’s study program in accordance with section 16 (2) HHG.

3.1. Applicants with professional qualifications may attend the “Fashion and Retail Management (M.A.)” Master’s study program in the Faculty of Design provided the following requirements are fulfilled:

- Evidence of a university entrance qualification in accordance with section 54 HHG
- Evidence of relevant commercial vocational training
- Evidence of at least four years of professional activity in companies within the fashion industry
- English language skills of at least Level B2 of the Common European Framework of Reference or IELTS 6.0
- Successful completion of the AMD aptitude test, evidence of academic skills, and/or attendance of the relevant qualification module
- Evidence of a level of knowledge equivalent to a relevant first university degree (as part of the admissions process).

3.2. In the Faculty of Design, a general procedure is used to determine whether the following applicant groups with professional qualifications possess a level of knowledge equivalent to a first university degree in accordance with section 54 HHG:

- Graduates of LDT Nagold
- Graduates of the AMD “Textile Management” and “Fashion and Design Management” programs before AMD became a university faculty.

The following rules apply to these applicant groups with professional qualifications:
- Submission of “semester paper” to LDT/final thesis to AMD
- Completion of a colloquium with a specialist committee from the Faculty of Design.
The specialist committee (which includes at least two professors) decides whether an applicant’s level of knowledge is equivalent to a relevant first university degree.

3.3. The following rules apply to applicants with professional qualifications but no initial university degree who did not graduate from LDT Nagold or from AMD before it became a university in order to determine whether they possess a level of knowledge equivalent to a relevant first university degree:

- Completion of a semester paper on an industry-specific topic issued by a professor from the Faculty of Design. The paper must be 20 pages long and submitted within 4 weeks.
- Completion of a colloquium on the topic of this semester paper with a specialist committee from the Faculty of Design.

The specialist committee (which includes at least two professors) decides whether an applicant’s level of knowledge is equivalent to a relevant first university degree.

SECTION 7 ACQUISITION OF MISSING ECTS POINTS FOR MASTER’S STUDY PROGRAMS

1. Applicants to the “Management in Creative Industries (MBA)” Master’s study program who hold a first university degree in accordance with section 5 (1a) worth at least 180 ECTS points but fewer than 210 ECTS points may be admitted to the program where appropriate; the missing ECTS points must be credited following individual assessment.

2. Applicants to the “Fashion and Product Management (M.A.)” Master’s study program who hold a first university degree in accordance with section 5 (2a) worth at least 180 ECTS points but fewer than 210 ECTS points may be admitted to the program where appropriate; the missing ECTS points must be credited following individual assessment. Applicants with a first university degree worth 180 ECTS points from a business administration study program must also have completed one year of professional activity in companies within the fashion and design industry in a field of activity relevant to the skills objectives of the study program.

3. Applicants to the “Fashion and Retail Management (M.A.)” Master’s study program who hold a first university degree in accordance with section 5 (3a) worth at least 180 ECTS points but fewer than 210 ECTS points may be admitted to the program where appropriate; the missing ECTS points must be credited following individual assessment. Applicants must also have completed six months of professional activity in companies within the fashion and design industry in a field of activity relevant to the skills objectives of the study program. Applicants with a first university degree worth 180 ECTS points from a business administration study program may have to complete qualification modules where necessary. In individual cases, these will be supplemented with selected seminars from the “Fashion and Design Management (B.A.)” study program.

4. Applicants to the “Sustainability in Fashion and Creative Industries (M.A.)” Master’s study program who hold a first university degree in accordance with section 5 (4) worth at least 180 ECTS points but fewer than 210 ECTS points may be admitted to the program where appropriate; the missing ECTS points must be credited following individual assessment.

Applicants with a first university degree worth 180 ECTS points from an industry-specific business administration or engineering study program for management-oriented tasks within the fashion and creative industries may compensate for missing credit points with skills acquired outside the higher education environment or by attending qualification modules.
Applicants with a first university degree worth 180 ECTS points from an industry-specific design-related study program for tasks related to or building upon design within the fashion and creative industries may compensate for missing credit points with skills acquired outside the higher education environment or by attending qualification modules. These must include the “Principles of Management and Economics” and “Marketing Management” qualification modules.

Applicants with a first university degree worth 180 ECTS points from a business administration study program may compensate for missing credit points with skills acquired outside the higher education environment or by attending qualification modules. These must include the “Principles of Patternmaking and Manufacturing” and “Principles of Fashion and Creative Industries (M.A.)” qualification modules.

5. Based upon individual assessment, missing ECTS points can be earned as follows:

5.1. Crediting of skills acquired outside the higher education environment (up to 30 ECTS points).

5.2. Successful completion of qualification modules or additional academic/theoretical modules and/or seminars. These modules and/or seminars must not be part of the Master’s study program the applicant wishes to join.

During the application process, the head of the admissions process and the admissions committee examine each applicant’s case based on the required documents. Professional activities and internships cannot be credited both as admissions requirements and as part of the individual assessment. The admissions committee determines the procedure by which any missing ECTS points are to be earned.

Any additional modules and/or seminars to be completed by the applicant must be documented in writing by the admissions committee and countersigned by the applicant to acknowledge receipt. The successful completion of additional modules and/or seminars and qualification modules is subject to the stipulations of the general and special sections of the relevant examination regulations. Applicants who fail to provide evidence of successful completion of the relevant modules and/or seminars and qualification modules before applying for admission to the Master’s assessment will not be admitted to the Master’s assessment. The individual assessment must include an interview with the applicant.

SECTION 8 DOCUMENTS TO BE SUBMITTED

1. The following documents must be submitted:

1.1. Completed and signed application form or online application

1.2. Bachelor’s study programs: Certified copy of university entrance qualification in accordance with section 5 (2) of the general section of the examination regulations for Bachelor’s and Master’s study programs in the Faculty of Design at the state-recognized, private Hochschule Fresenius

1.3. Bachelor’s study programs: Evidence of satisfactory English language skills (minimum Level B1 of the Common European Framework of Reference or equivalent)

Applicant tasks for the “Fashion Journalism and Communication (B.A.)” (German-language) study program

1.5. Master’s study programs: Certified copy of academic transcript for first university degree and any other qualifications earned in accordance with section 5 (5 and 6) of the general section of the examination regulations for Bachelor’s and Master’s study programs in the Faculty of Design at the state-recognized, private Hochschule Fresenius

1.6. Master’s study programs: Evidence of satisfactory English language skills (minimum Level B2 of the Common European Framework of Reference or equivalent)

1.7. Recent photo

1.8. CV in table form

1.9. Statement of motivation

1.10. Health insurance certificate from statutory health insurance provider or proof of exemption from statutory health insurance (member of private health insurance fund)

2. Applicants for Bachelor’s study programs who are currently or have previously been enrolled at another higher education institution must submit the following documents:

2.1. Results of any preliminary, intermediate, final, or module examinations and any assessments of extracurricular achievements conducted throughout the course

3. The following documents must also be submitted for the part-time Bachelor’s study program in “Modemanagement (B.A.)” folgende Unterlagen einzureichen:

- Certified copy of certification of apprenticeship trade for a relevant occupation requiring formal training

- References for at least one year of professional activity in a field relevant to the skills objectives of the study program

- Detailed job description [experience and skills]

4. Chinese students at Beijing Normal University Zhuhai who are applying for a place on the Bachelor’s study program in “Fashion Design (B.A.)” must submit the following documents:

4.1. Completed and signed application form

4.2. Creative portfolio

4.3. Secondary school final academic transcript (certified copy including translation)

4.4. Proof of nationality (e.g. certified copy of personal ID or passport)

4.5. Recent photo

4.6. CV in table form

4.7. Statement of motivation

4.8. Certified confirmation of university entrance qualification for China [Gaokao]
4.9. Results of any preliminary, intermediate, final, or module examinations and any assessments of extracurricular achievements conducted throughout the course at Beijing Normal University Zhuhai; certified copy including translation (transcript of records and course mapping)

4.10. Evidence of English language skills (Level B1 of the Common European Framework of Reference, IELTS 5.0, or equivalent)

4.11. APS confirmation and visa

4.12. Confirmation of university entrance qualification for Germany via the Hessen State Ministry for Higher Education, Research and the Arts (HMWK)

4.13. Registration certification for location of study


5. All stipulated regulations apply to EU applicants as appropriate. The admissions committee will consult with the head of the admissions process to determine which documents are required from applicants from non-EU countries.

6. The following documents must also be submitted for Master’s study programs:

6.1. Applicants with fewer than 210 ECTS points: Detailed description of skills and abilities acquired outside the higher education environment with supporting documents (e.g. job and internship references, evidence of advanced education and/or continued professional education).

6.2. Applicants to the vocational Master’s study program in “Fashion and Retail Management (M.A.)” with professional qualifications:

- Certified copy of certification of apprenticeship trade for a relevant occupation requiring formal training
- References for at least four years of professional activity in a company within the fashion industry in a field relevant to the skills objectives of the study program
- Detailed job description (experience and skills).

7. Applicants to Bachelor’s and Master’s study programs who are currently or have previously been enrolled at another higher education institution must also submit a certificate of non-objection. This is required when moving to a new higher education institution and a new study program on a topic similar or identical to the previous study program. This document allows the applicant’s previous examinations office to confirm that the applicant has not lost their entitlement to assessment. The certificate of non-objection also confirms that the applicant did not definitively fail any module or subject assessments.

SECTION 9 PLACEMENT TEST

1. In accordance with section 12 of the general section of the examination regulations for the Faculty of Design at Hochschule Fresenius, skills and abilities acquired outside the higher education environment can be credited for up to 50% of the ECTS points to be earned on a study program. Accordingly, credits can be transferred for individual assessments and modules and applicants may be placed in a later semester in some cases.
2. Placement is either

2.1. Based on a test in which the university examines the applicant's knowledge

2.2. Performed by the university based on documents showing that the applicant's achievements outside the higher education environment are of an equivalent level and content to the corresponding sections of the study program.

3. Applicants to the part-time study program in “Fashion Management [B.A.]” are placed in the third semester via the general crediting of 43 ECTS points for vocational training and the required professional activity. For more information, see the guidelines on the transfer of credits for non-academic achievements on the “Fashion Management” [B.A.] study program.

4. In addition to the documents specified in section 8 of the admissions regulations for the Faculty of Design at Hochschule Fresenius, applicants must submit the following documents:

4.1. Detailed description of previous educational background through which the applicant has acquired the relevant skills and abilities for the selected study program,

4.2. Where applicable, evidence of further relevant school education or professional advanced education and continued professional education,

4.3. Certified copies of references and/or (where applicable) certificates stating the type, duration, and location of professional training and activity,

4.4. Evidence of completed vocational training in an occupation requiring formal training recognized or deemed equivalent in the Federal Republic of Germany in accordance with the German Vocational Training Act [Berufsbildungsgesetz, BBiG],

4.5. Declaration stating whether the applicant has definitively failed an assessment or placement test on a study program of this type or has not been admitted to an assessment of this type or is currently involved in an ongoing assessment process.

Further documents may be submitted as evidence of skills and abilities relevant to the study program.

5. The application is formally checked by the examinations office and the content is examined by the respective program director. The program director will then make one of the following recommendations:

5.1. The assessments and/or modules to be credited, the semester in which the applicant may be placed, and how many ECTS points can be credited to the program. This recommendation is submitted to the examining board, which makes the final decision on the transfer of credits.

5.2. Admission of the candidate to the placement test. This recommendation is submitted to the examining board, which makes the final decision on admission to the placement test.

6. The assessment subjects, form of assessment, requirements, evaluation, and procedure are based on the provisions of the examination regulations and the module handbook for the study program in question.

7. If an applicant fails the placement test, they may retake it once. Any assessments passed as part of this unsuccessful placement test may be credited upon request. Assessments passed cannot be retaken.
SECTION 10 FINAL PROVISIONS

1. The entire admissions process is subject to the regulations on special arrangements in cases of certain disadvantages in accordance with section 17 of the general section of the examination regulations for Bachelor’s and Master’s study programs in the Faculty of Design at Hochschule Fresenius.

2. These admissions regulations enter into force on February 26th, 2019, with the resolution of Faculty of Design Council.

Dusseldorf, February 26th 2019

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Professor Dipl.-Des. (FH) Claudia Ebert-Hesse
Dean Faculty of Design, Hochschule Fresenius