

Statutes for the preparatory programme SHIFT Study Sprint Renewable Energy Systems From 07.04.2025

Based on Art. 9 sentence 1 of the Bavarian Higher Education Innovation Act (BayHIG) of 5 August 2022 (GVBl. p. 414, BayRS 2210-1-3-WK) in the currently valid version, Ingolstadt University of Applied Sciences issues the following statutes:

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§ 1

Objective of the preparatory programme

The SHIFT Study Sprint Renewable Energy Systems preparatory programme (preparatory programme) prepares prospective international students for the Renewable Energy Systems Master's degree programme at Technische Hochschule Ingolstadt (RES degree programme) and supports them with onboarding and integration at Technische Hochschule Ingolstadt (THI) and in Ingolstadt.

§ 2

Duration and Structure

- (1) ¹The preparatory programme spans over one semester. ²It is offered in the summer semester.
- (2) The preparatory programme is limited to a maximum of 25 participants.
- (3) The preparatory programme cannot be repeated or extended.
- (4) Participants are not automatically accepted onto the RES degree programme; a separate application must be submitted.
- (5) The preparatory programme is held in English.

§ 3

Application

¹The application for participation in the preparatory programme must be submitted online by the applicant via the PRIMUSS applicant portal. ²The statutes on admission to studies, enrolment, leave of absence, re-registration and de-registration procedures at the Technische Hochschule Ingolstadt (THI enrolment statutes) dated 11 December 2023, as amended, apply accordingly. ³The complete application must be submitted to THI from 1 October to 15 November at the latest before the start of the preparatory programme.

§ 4

Status of the participants

¹Participants in the preparatory programme are enrolled as additional person in accordance with Art. 87 Para. 3 Sentence 1 BayHIG, but they do not become members of the university in accordance with Art. 19 BayHIG. ²However, they are entitled to use the facilities of the university and to stay on the premises of the THI as part of the preparatory programme. ³In addition, participants will be provided with the necessary IT access, library access and access to technical equipment.

§ 5

Enrolment

- (1) ¹For enrolment as a participant, the applicant must present
 - a) a valid official photo ID and a photograph;
 - b) the completed online enrolment application form;
 - c) details of previous education, previous studies and periods of practical

experience;

- d) proof of successful completion of an engineering or scientific degree programme with at least 210 ECTS credits or equivalent or an equivalent successful degree;
- e) proof of full payment of the student union fees and other fees and charges due;
- f) proof of health insurance;
- g) proof of sufficient knowledge of English at level B2 of the Common European Framework of Reference for Languages;
- h) proof of a VPD from uni-assist and, if applicable, an APS certificate (only required for certain countries) and
- i) any other documents listed in the letter of admission.

(2) ²§ 13 of the THI enrolment regulations apply accordingly.

§ 6

Participation requirements

(1) Requirements for participation in the preparatory programme are:

- a) proof of successful completion of a degree programme in engineering or natural sciences with at least 210 ECTS credits or equivalent or an equivalent successful degree,
- b) proof of sufficient knowledge of the English language (language level B2 of the Common European Framework of Reference for Languages) and
- c) a successfully completed selection procedure in accordance with § 7.

(2) ¹For degrees without designated credit points, the proven hours (workload) are converted into credit points, whereby one credit point corresponds to 25 hours. ²If no workload is documented, 30 ECTS credits can be recognised per theoretical semester of study. ³Practical semesters are recognised with a further 30 ECTS credits if they correspond in type and scope to the practical semester at Technische Hochschule Ingolstadt.

(3) ¹The evidence in accordance with para. 1 sentence 1 must be provided by the day of application at the latest. ²If the proof according to para. 1 sentence 1 lit. a) is not provided by the end of the application period, a corresponding confirmation from the university must be provided by then, which credibly confirms the fulfilment of the requirements according to para. 1 sentence 1 lit. a) by the end of the application period; the obligation according to sentence 1 remains in force.

(4) ¹Applicants who can prove that they have completed a university degree or an equivalent degree for which fewer than 210 but at least 180 ECTS credits have been awarded may, with the approval of the International Office (IO), participate in the preparatory programme if proof of obtaining the missing competences is provided with the application for registration. ²The proof of obtaining the missing competences according to sentence 1 refers to the proof of compensation for the competence deficit in the scope of up to 30 ECTS credit points for the prerequisite to be proven in para. 1 sentence 1 a) at a minimum equal Bachelor's level. ³The

proof of obtaining the missing competence must be demonstrated no later than the end of the application period and can be demonstrated as follows:

- a) by providing evidence of practical professional experience outside the degree programme which corresponds in terms of content and scope to the practical semester of a Bachelor's degree programme in Energy Technology and Renewable Energies or another equivalent Bachelor's degree programme, e.g. at Technische Hochschule Ingolstadt, provided that the degree submitted shows deficits in the area of the practical skills to be demonstrated compared to the partial participation requirement in accordance with para. 1 sentence 1 lit. a), or
- b) by providing proof of practical or theoretical study or examination credits obtained in addition to the first degree at a domestic or foreign university, which correspond in content and scope to the requirements of a Bachelor's degree programme in Energy Technology and Renewable Energies or an equivalent other Bachelor's degree programme, e.g. at the Technische Hochschule Ingolstadt, provided that the degree submitted shows deficits in the area of the theoretical or practical competences to be proven compared to the qualification requirement according to para. 1 sentence 1 lit. a).

§ 7

Selection procedure

- (1) The prerequisite for participation in the preparatory programme is a successfully completed selection procedure.
- (2) The prerequisite for participation in the selection procedure is an application in due form and time and proof of the participation requirements in accordance with § 6.
- (3) A committee consisting of up to three people from the International Office and a full-time professor from the RES degree programme will be formed to carry out the selection procedure.
- (4) ¹The criteria for passing the selection procedure are:
 - a) 60 % grade of the first degree and
 - b) 40 % assessment of specific aptitude and experience in the competence field of energy technology, which is measured on the basis of work experience in the field of energy technology or fields related to energy technology (max. 20 points); internships and theses in the field of energy technology are also counted as work experience.

The evaluation of specific aptitude and experience in the competence field of energy engineering is based on the following:

- 20 points: Grade 1,0
- 19-18 points: Grade 1,3
- 17-16 points: Grade 1,7
- 15 -14 points: Grade 2,0
- 13-12 points: Grade 2,3
- 11-10 points: Grade 2,7
- 9-8 points: Grade 3,0

- 7-6 points: 3,5
- 5-4 points: 4,0
- 3-2 points: 4,3
- 1 point: 4,5
- 0 points: 5,0

²The overall grade is determined from the grade of the first degree in accordance with sentence 1 a) and the assessment of specific aptitude and experience in accordance with sentence 1 b). ³A minimum overall grade of 2.5 must be achieved in the selection procedure. ⁴A ranking list is drawn up on the basis of the overall grade. ⁵The respective capacity of the programme determines the number of participants admitted per year; a maximum of 25 participants is possible. ⁶The places available each year are allocated according to the order of the ranking list. ⁷If there is a tie in the ranking of applicants, the decision will be made by drawing lots.

- (5) If the applicant is not admitted as a participant or does not enrol in the following enrolment period after passing the selection procedure, the application is possible at the earliest at the next year's date; the applicant must take part in the selection procedure again.

§ 8

Programme content and obligatory attendance

- (1) The International Office provides an overview of the programme content, which shows the specific content of the preparatory programme.
- (2) Attendance is mandatory for the courses, unless otherwise specified in the overview of the programme content.

§ 9

Premature termination

Die THI behält sich das Recht vor, einzelne Teilnehmende aus wichtigem Grund vom Vorbereitungsprogramm auszuschließen.

§ 10

Obligation to contribute

Participants are obliged to notify THI immediately of the following changes:

- a) the name,
- b) the address (postal delivery address),
- c) the residence status and
- d) the data to be provided in accordance with these Statutes and other legal provisions.

§ 11

Certificate of Participation

- (1) ¹The preparatory programme is successfully completed if the participant has successfully participated in the content listed in the overview of the programme content; this is the case if the participant has regularly attended all of the compulsory courses listed in the overview. ²In order to prove attendance, the participant may not miss more than 25 per cent of the respective course.

- (2) The participant will receive a certificate of participation for successful participation in the preparatory programme.

§ 12

Other regulations

- (1) Participation in the preparatory programme does not constitute a right to admission to a degree programme at THI.
- (2) When transferring to a degree programme, participants must go through the application process of THI or other universities and fulfil the requirements applicable to the respective degree programme.

§ 13

Enforcement

¹These statutes come into effect on 1st March 2025. ²It applies to all participants who take part in this programme from the summer semester 2025 onwards.

Issued on the basis of the resolution passed by the Senate of Technische Hochschule Ingolstadt on 7th April 2025 and approved by the President.

Ingolstadt, TT.MM.JJJJ

Prof. Dr. Walter Schober Präsident

These Statutes were established at Technische Hochschule Ingolstadt on DD.MM.2025. The Implementation was announced digitally on DD.MM.2025 by publication on the homepage of the Technische Hochschule Ingolstadt. The date of announcement is therefore DD.MM.2025.