



Amtliche Bekanntmachungen
Pädagogischen Hochschule Ludwigsburg
48/2021 (12. November 2021)

Zweite Satzung zur Änderung der Zulassungsordnung zum gemeinsamen Masterstudiengang Internationales Bildungsmanagement der Pädagogischen Hochschule Ludwigsburg und der Helwan-Universität

vom 12. November 2021

Auf der Grundlage von § 8 Abs. 5 in Verbindung mit § 32 Abs. 1 des Landeshochschulgesetzes (LHG) vom 1. Januar 2005 (GBI. S. 1), in der Fassung des 4. HRÄG vom 17. Dezember 2020 hat der Senat der Pädagogischen Hochschule Ludwigsburg in seiner Sitzung am 04.11.2021 die folgende Änderungsatzung beschlossen.

Artikel 1

Die Zulassungsbestimmungen zum gemeinsamen Masterstudiengang Internationales Bildungsmanagement der PH Ludwigsburg und der Helwan University vom 7. Juli 2011 werden wie folgt geändert:

1. § 4 „Admissions Process“ Absatz 2 wird wie folgt geändert:
2. Ein neuer Absatz 5 wird hinzugefügt
3. Es werden zwei neue Anlagen hinzugefügt

§ 4 Admission Process

~~(2) The admission process is organized in two steps.~~

- ~~1. The application for admission to the Master's program must be submitted within the application period. It includes~~
- ~~• personally signed CV with current date;~~
 - ~~• copies of Academic Degrees (certified translation if necessary);~~
 - ~~• copies of Academic Transcripts, incl. grading scale (certified translation if necessary)~~
 - ~~• Copy of School Leaving Certificate (i.e. Higher education entrance qualification)~~
 - ~~• certificate(s) of Employment from the employer(s) that proof a minimum of two years of relevant working experience (after the bachelor degree) at the time of application;~~
 - ~~• Letter of recommendation from current employer; the letter must have letterhead, a signature and official stamp and must be of current date (not in a sealed envelope)~~
 - ~~• proof of Language Skills;~~
 - ~~• personally signed Letter of Motivation (two pages maximum) with current date.~~

~~On the basis of these documents, the admission committee decides if the applicant will be admitted to the second step of the admission process. The reasons of a rejection must be recorded in written.~~

- ~~2. The second step of the admission process is an interview with the admission committee concerning the study motivation, the professional perspectives and the expectations of the applicant concerning the program. A short record of the interview must be written.~~

(2) The admissions process is organized in two steps.

1. The application for admission to the Master's program must be submitted within the application period.

It includes the following:

- Curriculum vitae, with signature and current date
- copies of Academic Degrees (certified translation if necessary)
- copies of Academic Transcripts, incl. grading scale (certified translation if necessary)
- copy of School Leaving Certificate (i.e. higher education entrance qualification)
- Confirmation of Present Employment with proof of two years of relevant working experience (minimum) (following Bachelor degree) at the time of application,
- Letter of Recommendation from current employer with letterhead, signature, official institutional logo and stamp and current date (not in a sealed envelope)
- Self-assessment of professional competencies form (optional, if application for recognition of 30 CP professional competencies is being requested)
- proof of Language Skills, written and spoken
- Letter of Motivation, with signature and current date (two pages maximum)

On the basis of these documents, the Admissions Committee decides if the applicant may be admitted to the second step of the admissions process. The reasons for a rejection must be recorded in written form.

2. The second step of the admissions process is an interview with the Admissions Committee which examines individual motivation, professional competencies and perspectives (if the applicant wishes 30 CP to be recognized), and the expectations of the applicant concerning the program. A written protocol of the interview must be kept

(5) The procedure for recognition of professional experience is an optional part of the application procedure. It is regulated by the "Guidelines for the Competencies Test Procedure" (Appendix 1). The self-assessment form for professional competencies used in the recognition procedure is provided (Appendix 2).

Artikel 2:

Die Änderungsatzung tritt am Tage nach der Veröffentlichung in den amtlichen Bekanntmachungen der Pädagogischen Hochschule Ludwigsburg in Kraft.

Ludwigsburg, 12. November 2021

Prof. Dr. Martin Fix
Rektor