

Regulations for the TUDIAS Preparatory College at the Technische Universität Dresden

of July 09, 2019, as amended on September 09, 2020

The following regulations were issued in agreement with the Advisory Board, which declared in its meeting on June 26, 2019. The Rectorate of the Technische Universität Dresden approved the regulations in its meeting on July 09, 2019.

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Preamble

In the Preparatory College, students of different ethnic origins, religious and political convictions, and previous education come together for joint preparation for the same goal, the subject-related determination of aptitude for study at German universities. This special situation requires that teachers and students work together in mutual respect for personality, religious conviction, nationality and political views.



Part 1: General

§ 1 Legal status and tasks of the Preparatory College

- (1) The TUDIAS Preparatory College is a state-recognized institution in private sponsorship and according to § 23 i.V.m. § 95 of the Saxon Higher Education Freedom Act (SächsHSFG) as an affiliated institute of the Technische Universität Dresden. The basis of its work, as amended from time to time, is in particular the Ordinance of the Saxon State Ministry of Science and Art on the Determination of the Suitability of Applicants with Foreign Educational Qualifications for Admission to Studies at Universities in the Federal Republic of Germany (FSPVO) of 18. November 2011, the „Framework Regulations for University Admission with Foreign Educational Qualifications for Training at Preparatory Colleges and for the Assessment Examination“ (KMK resolution of April 15, 1994 as amended on September 21, 2006), and the agreement on cooperation within the framework of the TUDIAS Preparatory College between the Technische Universität Dresden and TUDIAS GmbH.
- (2) The Preparatory College has the following tasks:
 1. to provide applicants with a foreign educational certificate which is not equivalent to the admission requirements according to § 17 SächsHSFG with the linguistic, technical and methodological preconditions necessary for university studies,
 2. to prepare the applicants for the assessment test, and
 3. to take the assessment test.

Part 2: Organization of the Preparatory College

§ 2 The Management of the Preparatory College

- (1) The Head of the Preparatory College is appointed by the Management Board of TUDIAS GmbH for an indefinite period of time.
- (2) The director is responsible in particular for:
 1. ensuring the proper operation of teaching and studies,
 2. the organization and management of the Preparatory College administration,
 3. the appointment of the review board.



- (3) The Head of the Preparatory College convenes the Review Board, if necessary, which coordinates the development and implementation of the curricula.
- (4) The managing director of TUDIAS GmbH is the superior of the permanent and freelance teachers. He/she is entitled to issue instructions to them within the scope of within the scope of the fulfillment of their tasks.
- (5) The Technische Universität Dresden is to be informed immediately of any changes regarding the management of the Preparatory College as well as the permanent teaching staff.

§ 3 The Advisory Board

- (1) The Advisory Board of the Preparatory College ensures in particular that the Technische Universität Dresden has the opportunity to participate in shaping the Preparatory College and continues to be an expression of the structural cooperation within its framework. The advisory board is composed as follows:
 1. on the part of the Technische Universität Dresden, members are:
 - a) the Prorector for Education and International Affairs or one of his or her or a representative appointed by him or her as chairperson.,
 - b) the head of the International Office or an employee responsible for the admission or admission or supervision of foreign students, as well as the head of the or an employee responsible for the admission or supervision of foreign students, and
 - c) one representative of each department of Technische Universität Dresden. The appointment is made by the respective spokesperson of the department, as a rule for a period of five years.
 2. on the part of TUDIAS are members:
 - a) the managing director of TUDIAS, and
 - b) the head of the Preparatory College.
 3. a representative of the Preparatory College Saxony of the University of Leipzig can be co-opted as a member with the decision of the advisory board and after consultation can be co-opted as a member. On the part of TUDIAS the deputy director of the Preparatory College or the person responsible for the the person responsible for the German as a Foreign



Language training can be consulted in an advisory capacity.

- (2) The Advisory Board is responsible in particular for:
1. the opinion on the Regulations for the Preparatory College (consultation),
 2. the development of binding quality assurance measures,
 3. ensuring the equivalence of the examination requirements and the examination procedure in accordance with the FSPVO and thus monitoring compliance with necessary standards in training,
 4. the exchange and reporting to the Saxon State Ministry of Science and Art about the two-semester training course and the performance of the collegiate students up to the FSP, in each case at the end of the semester (if required, also as interim information),
 5. the decision on the contents and design of the final documents (assessment examination certificates) after consultation with the Saxon State Ministry of Science and Art ,
 6. the arrangements regarding the promotion of the connection of the collegiate students to the faculties and study programs by offering information events, guided tours, etc. on the part of the Technische Universität Dresden,
 7. the arrangements in case of need for support in the deployment of qualified teaching staff,
 8. the development of contributions to the implementation of the internationalization strategy of the Technische Universität Dresden to increase the proportion of foreigners among the students.
- (3) The Advisory Board meets at regular intervals, but at least twice a year. It shall be convened by the the chairperson with at least five calendar days' written notice. The Advisory Board has a quorum if the meeting has been duly convened and more than half of the voting members are present. half of the voting members are present. Resolutions are passed by a majority of the votes votes of those present. In the event of a tie, the chairperson shall have the casting vote. The Advisory Board may adopt its own rules of procedure.

§ 4 The examination board

- (1) According to § 4 of the FSPVO, an examination board is formed to carry out the FSP.
- (2) The members of the examination board are:
1. the chairperson, who is proposed by Technische Universität Dresden and appointed by the appointed by the State Ministry for Science and Art,



2. the head of the Preparatory College, unless he/she has already been appointed in accordance with No. 1 is,
 3. for each subject to be examined, two teachers from the Studienkolleg appointed by the chairperson of the examination board. teachers of the Preparatory College, who have taught in the second semester,
 4. two further teachers of the Studienkolleg appointed by the chairperson of the examination board of the Preparatory College.
- (3) The chairperson of the examination board is a member of the Technische Universität Dresden.

Teil 3: Training

§ 5 Courses

(1) The Preparatory College education is divided into the following main courses:

- **T** - to prepare for technical, mathematical and scientific courses of study,
- **M** - to prepare for medical and biological courses of study as well as
- **W** - to prepare for business and social science courses of study.

In these focus courses, the collegiate students are prepared for the examination to determine their suitability to study at universities in the Federal Republic of Germany (FSP).

Emphasis courses established at TUDIAS Preparatory College are assigned to major areas of study. Applicants take the concentration course that enables them to study the degree program they are seeking.

The subjects and examination subjects associated with each focus course, as well as the scope of instruction, are listed in Appendix 1.

(2) The Preparatory College offers courses in which applicants and students are prepared for the German Language Test for University Admission (DSH).



§ 6 Preconditions for Admission to the Preparatory College

- (1) An applicant for admission to the Preparatory College may be accepted if
 1. you have a reservation for a study place (conditional admission) from a Saxon college or university to the study program is available, or
 2. the subject-linked direct university entrance at the Technische Universität Dresden according to § 17 paragraph 5 SächsHSFG is aspired, and
 3. if he or she proves knowledge of German at level B1 (CEFR) in an entrance test and sufficient knowledge of mathematics in the focus courses T, M and W to be able to participate successfully in the courses at the Preparatory College.
- (2) The admission of applicants to the Preparatory College depends on the number of available places and the result of the entrance test.
- (3) There is no entitlement to admission to the Preparatory College.

§ 7 Course of Study

- (1) The Preparatory College comprises two semesters of training. Each part of the course can be repeated once if the student fails.
- (2) If, in the first semester of an emphasis course, the student fails to perform adequately in a subject - with the exception of German - he or she will be given the opportunity to take a make-up examination before the start of the second semester. If the student fails the re-examination, the first semester may be repeated. Advancement to the second semester is not possible without proof of at least sufficient performance. The proof of sufficient performance is provided by written examinations.
- (3) Students who have demonstrated sufficient knowledge of all subjects in the first semester by passing an examination may be admitted directly to the second semester of a major course.
- (4) After successful completion of the second semester, the fellows are admitted directly to the FSP. The conduct of this examination is regulated by the FSPVO.
- (5) Applicants who prove the necessary German language skills according to § 7 paragraph 4 FSPVO or present a language certificate telc C1 Hochschule can be exempted from taking the German language examination. The application for exemption from the Feststellungsprüfung German can only be submitted in the 2nd semester.



- (6) Candidates may inspect their examination papers upon request after completion of an examination procedure. The request must be made within one year of the announcement of the examination result. Inspection is only permitted in the presence of the chairperson of the examination board or a person appointed by him or her. The chairperson of the examination board shall determine the time and place of inspection.
- (7) Appeals against examination decisions may be lodged in writing with the Examination Committee within one month of notification. The board of examiners decides on the appeal. In the case of an appeal against an examiner's assessment, the examiner's opinion will be sought.

§ 8 Rights and Duties of the College Students

- (1) If a student is unable to take part in a written examination due to illness, a medical certificate must be submitted, which as a rule must be issued no later than the day of the examination. In this case, the student will be given the opportunity to rewrite the exam.
- (2) If a student is unable to take all or part of the FSP due to illness, proof must be provided in the form of a medical certificate from an official or specialist doctor, which must normally be issued no later than the day of the examination. In this case, the student will be given the opportunity to take In this case, the student will be given the opportunity to make up the entire examination or individual parts of the examination.

§ 9 Training fees

For the education at the TUDIAS Preparatory College a fee is charged, which is announced to the collegiate students before admission to the Preparatory College and is part of the course contract to be concluded between TUDIAS and the collegiate student.

§ 10 Termination of membership in the Preparatory College

Affiliation with the Preparatory College ends:

1. with the delivery of the certificate of the passed FSP,
2. with the withdrawal of the place reservation (conditional admission) to the specialized studies,



3. by dropping out of the course on the part of the student, and
4. by expulsion from the Preparatory College.

§ 11 Entry into force

These Regulations shall enter into force on the day following their promulgation.