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center

Application for Admission to the Modular Program of the Postgraduate Master's Program in Systems Engineering (M.Sc.) of the Bundeswehr University, Munich, (UniBw M)¹

I,

last name, first name

born on, in, nationality

resident in

phone, email (if you reside outside Germany please provide a contact address in Germany)

hereby apply for admission to the modular program of the Master's program in *Systems Engineering* offered by the Bundeswehr University, Munich. Please find attached the following documents:

- certified copy of the higher education entrance qualification (*Abitur* or *Fachhochschulreife* or fulfilment of the requirements stipulated in Art. 45 para. 1 or para. 2 of the BayHSchG² in conjunction with Section 29 et seqq. of the *Qualifikationsverordnung*³)
- certified copy of the academic degree in a natural science or engineering course that corresponds to a value of at least 210 ECTS credits (diploma, Bachelor's or Master's degree or an equivalent national or international degree)
- curriculum vitae (in tabular form with original signature)
- proof of at least three years of relevant professional experience
- photograph
- completed enrolment form

By signing this document, I accept the attached terms and conditions and the examination regulations of the Master's program in **Systems Engineering** and I confirm that the information I have provided is correct and complete. The application for admission is a binding legal declaration made by the applicant that establishes a study contract with the Bundeswehr University, Munich, if the applicant is admitted to the modular program of the Master's program.

Place, Date

Signature

¹ Valid for applications in the year 2018 and 2019.

² Bavarian Higher Education Act

³ Regulation for the Qualification to Study at State and Non-State Higher Education Institutions in Bavaria

Please send the complete documents to the following address:

Dominik Baldin
 casc – campus advanced studies center
 Universität der Bundeswehr München
 85577 Neubiberg

Tel.: +49 89 6004 2709
 Fax: +49 89 6004 2053
 E-Mail: dominik.baldin@unibw.de

Bank reference:

Bundeskasse Halle/Dienstszitz Weiden/Opf. (Account holder)
 DBBk Filiale München – KBS Bayern
 IBAN: DE 08 750 000 000 075 001 007
 BIC: MARKDEF1750

Reference: UniBwM-03179188/BA7518

The party to this contract is the Federal Republic of Germany, represented by the Federal Ministry of Defence, the latter represented by the President of the Bundeswehr University, Munich, Univ.-Prof. Dr. Merith Niehuss, Werner-Heisenberg-Weg 39, 85577 Neubiberg.

Revocation Instruction

Right of Revocation

You may revoke the application for admission to the modular program of the Master's program in Systems Engineering in writing (letter, fax, email) within two weeks without giving any reasons. This period shall commence upon having taken note of this revocation instructions, but not until you received the final written confirmation of admission to the modular program and also not until fulfilment of our information obligations in accordance with Article 246 Section 2 in conjunction with Section 1 para. 1 and 2 EGBGB (Introductory Act to the German Civil Code). To comply with the deadline, the revocation notice must be sent in due time to the address of the casc:

campus advanced studies center
 Universität der Bundesswehr München
 85577 Neubiberg.

Consequences of Revocation

If the revocation notice is sent on time, you will not incur any costs or suffer any other disadvantages as long as the module has not started. If the module has already started, the mutually received services and payments must be returned in case of a valid revocation. Where the services and payments received cannot be returned in whole or in part or only in a deteriorated state, compensation must be paid, as appropriate. You may thus still be obliged to fulfil the contractual payment obligations for the period until revocation.

Please Note

The right to revoke the application to admission will expire prematurely if you initiate a service before the expiration of the period of revocation e.g. in case of attendance of a lecture or seminar of the Master's program or in case of downloads made from the password-protected area.

I hereby acknowledge that I have read this revocation instruction:

 Place, Date

 Signature

Please send this signed instruction together with the application for admission.

I hereby register bindingly for the following modules of the Master's program in Systems Engineering at the Bundeswehr University, Munich:

Selection⁴	Abbreviation	Module	ECTS credits	Workload (in hours)	Dates of attendance
	G1	Systems Engineering – Basics	5	125	Fri and Sat, beginning of April / Fri and Sat, end of June / Fri, beginning of July
	G2	Systems Engineering – Methods and Tools	5	125	Fri and Sat, beginning of April / Fri and Sat, end of June / Fri, beginning of July
	G3	Systems Engineering Management	5	125	Fri and Sat, beginning of Oct / Fri and Sat, end of Nov / Fri, beginning of January
	G4	Methods of Verification and Validation in Systems Engineering	5	125	Fri and Sat, beginning of Oct / Fri and Sat, end of Nov / Fri, beginning of January
	V1	Development Management	5	125	Fri and Sat, beginning of Jan / Fri and Sat, end of Feb / Fri, beginning of April
	V2	Error Occurrence and Crisis Management	5	125	Fri and Sat, beginning of April / Fri and Sat, end of May / Fri, beginning of July
	V3	SE Integration in the Industrial Environment & Personnel Development	5	125	Fri and Sat, beginning of April / Fri and Sat, end of May / Fri, beginning of July
	V4	Cognitive Systems Engineering	5	125	Fri and Sat, beginning of Oct / Fri and Sat, end of Nov / Fri, beginning of January
	P1	Specific Problems in Systems Engineering	5	125	Fri and Sat, beginning of Jan / Fri and Sat, end of Feb
	P2	Systems Engineering and its Application in Industry	5	125	Fri and Sat, beginning of Oct / Fri and Sat, end of Nov
	PA1	Project Work 1	5	125	Fri and Sat, beginning of July / Fri, beginning of Oct
	PA2	Project Work 2	5	125	Fri and Sat, beginning of July / Fri, beginning of Oct

⁴ Please mark the modules you wish to take.

Structure and Duration of the Modules of the Master's Program

The Master's Program in *Systems Engineering* is structured around a starter workshop, three clusters of four modules each and a final Master's thesis. In case of the modular program, students attend the twelve modules (all modules of the program except the Master's thesis) individually or in combination. Each module has a duration of approximately three months. Every module starts with an attendance day, consists of tutored self-directed learning and ends with an examination. Each trimester usually contains two attendance weekends on Fridays and Saturdays. The exact contents of the program modules and the assessment type and scope can be found in the module handbook. The attendance dates will be announced prior to the beginning of the current trimester on the homepage of the program.

1. Academic Qualification

If the student successfully passes the attended module(s), he/she will be awarded a certificate of the Bundeswehr University, Munich, as well as a transcript of records. The modular program does not lead to a university degree. The modules can, however, be recognized for the Master's program at any time.

2. Examination Regulations and Examination Board

The examination regulations for the postgraduate Master's Program in Systems Engineering of the Bundeswehr University, Munich, (POSYE/Ma) are the legal foundation of the modular program in conjunction with the Bavarian Higher Education Act. These examination regulations govern the examination requirements and examination procedures. The appointed examination board decides upon all examination rules and requirements.

3. Admission Requirements, Application Deadline and Program Start

The admission criteria for the Master's program in Systems Engineering shall be the same as for the modular program. Admission to the modular program requires the submission of certified copies of the higher education entrance qualification (*Abitur* or *Fachhochschulreife* or fulfilment of the requirements stipulated in Art. 45 para. 1 or para. 2 of the Bavarian Higher Education Act in conjunction with Section 29 et seqq. of the Regulation for the Qualification to Study at State and Non-State Higher Education Institutions in Bavaria) and of the academic degree in a natural science or engineering course corresponding to a value of at least 210 ECTS credits as well as proof of at least three years of relevant professional experience.

Application deadline: 1 month before start of the module

Start of the module: in accordance with trimester plan

4. Scope of Services

- organization of the relevant career-integrated module(s) in accordance with the concept of blended learning (combination of attendance classes and media-supported self-directed learning phases)
- provision of course material
- organization and assessment of examinations and re-examinations
- technical and administrative support during the module(s)
- certificate of the Bundeswehr University and transcript of records

5. Application for Admission, Tuition Fees and Payment Method

The requested admission to the module(s) of the Master's program is binding and establishes the obligation to pay the tuition fees referred to below. The possibility of revocation in accordance with the above revocation instructions and the possibility of termination according to paragraph 9 remain unaffected. The tuition fees for the services mentioned in paragraph 5 amount to € 1,500 per module. Members of the Bundeswehr and other federal and Land authorities may be granted a reduction of 15%. In this case, the tuition fees

amount to € 1,275. A one-time administrative fee of € 300 shall be paid.

The tuition fees do not include costs for internships and stays abroad. Neither will additional costs incurred by the student on account of the modular program such as travel or hotel costs be covered.

Tuition fees shall be paid before the start of the module. The student will receive an invoice for the amount payable 28 days prior to the payment due date. The invoice amount shall be transferred to the account of the casc and a payment reference shall be included. Timeliness of payment is dependent on the date of receipt of the transfer order by the bank of the casc.

6. Minimum Number of Students

The Master's program in Systems Engineering, which forms the basis of the modular program, requires a minimum number of students. If this minimum number of students is not met, the program may be cancelled unilaterally by the casc until 15 March 2018. In this case, the modular program will not take place. Payments already made in accordance with paragraph 6 shall be reimbursed.

7. Final Admission Confirmation and Enrolment

If the minimum number of students is met, the applicant will receive a confirmation of the selected module(s) and of the admission to the modular program and will be enrolled at the Bundeswehr University, Munich. The contract is concluded upon receipt of the admission confirmation.

8. Minimum Duration of the Contract and Termination

The minimum duration of the contract shall be two months. The student may terminate the contract without stating any reasons at the earliest towards the end of two months after conclusion of the contract with a six-week notice period and afterwards at any time with a four-week notice period. The right of the student to terminate the contract for good cause shall remain unaffected. Notice of termination shall be given in writing to the casc. It is recommended to send the notice of termination by registered letter. It is not necessary to return course material that has already been received. Payments already made shall be reimbursed proportionally for the modules starting after expiration of the notice period minus an administration fee of € 300.

10. Data Protection

The data contained in this application for admission are collected by the casc. They will be electronically stored and processed and used for the academic support of the students. The data will be treated confidentially and transmitted only within the casc in compliance with data protection regulations. Stored data will be deleted after five years upon completion of the program and/or after the student left the casc. The student undertakes to treat all information related to other students and teaching staff in strict confidence.

11. Place of Jurisdiction

The place of jurisdiction shall be Munich

12. Supplementary Provisions

Modifications and amendments to the contract require the contracting parties' agreement and shall be made in writing. They shall be explicitly referred to therein as "Contract Amendments". There are no oral supplements to the contract. The rights and obligations arising from this contractual relationship may be transferred to third parties only with the consent of the contracting parties. Should any of the above provisions be or become invalid, the validity of the remaining provisions will remain unaffected. In case of disputes, both contracting parties shall attempt to reach an amicable settlement. This contract is governed by German law only.