

# Admission Regulations

## for the specialised Master's programme in International Affairs and Governance (MIA)

of 21 June 2016

Pursuant to Art. 70(1) in conjunction with Art. 93(1)(c) of the University Statutes (Consolidated Statute Book of the Canton of St.Gallen No. 217.15; US), the Examination Regulations of the Master's and Bachelor's Levels, and as a complement to the Regulations governing the admission of applicants with a foreign secondary school leaving certificate to the University of St.Gallen,

the Senate Committee of the University of St.Gallen hereby issues the following Regulations<sup>1</sup>:

### I. Scope of application

Art. 1. <sup>1</sup>These Regulations shall govern admission to the specialised consecutive Master's programme in International Affairs and Governance (MIA).

<sup>2</sup>The criteria to be satisfied for admission shall be applicable to all applicants.

Scope of application

### II. Admission requirements

Art. 2. <sup>1</sup>Pursuant to Arts. 7 ff. of the Examination Regulations for the Master's Level, applicants may be admitted if they

- a) hold a degree from the University of St.Gallen;
- b) hold a recognised Bachelor's degree from another university in a major that is at least partially similar with a minimum of 180 ECTS credits. A degree from another university shall be considered to be a major that is at least partially similar to a Bachelor's degree in Economic, Social or Legal Science with a compulsory minimum of 30 ECTS credits having been earned in economic sciences, political sciences or administrative sciences.

<sup>2</sup>Pursuant to Art. 14 of the Examination Regulations for the Master's Level, applicants may also be admitted if they hold a recognised university Master's degree from another university (or equivalent degree).

<sup>3</sup>Graduates with Bachelor's or Master's degrees from *Fachhochschulen* and *pädagogische Hochschulen* shall not be admitted.

General admission requirements

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<sup>1</sup> Pursuant to Art. 123 US, only the German version of these Regulations shall be legally binding.

Art. 3. <sup>1</sup>In addition to the criteria laid down in the Examination Regulations for the Master's Level, the following criteria shall be applicable:

Further admission criteria

- a) formally correct submission of the application documents in due time,
- b) evidence of a GMAT (Graduate Management Admission Test) with a minimum score of 650 points or a GRE (Graduate Record Examination) with a minimum score of 158 in the "Quantitative Reasoning" part of the test,
- c) evidence of proficiency in English in accordance with the implementation provisions concerning "Languages".

### III. Admission criteria

Art. 4. <sup>1</sup>Admission decisions shall be based on the following requirements:

Criteria

- a) A maximum of 40 points can be awarded for the result of the GMAT (Graduate Management Admission Test) or the GRE (Graduate Record Examination). Test results may not be older than five years. The following rating scale for GMAT shall be applied by the Admission Committee:
  - a. GMAT 650-660 shall be equivalent to 25 points,
  - b. GMAT 670-680 shall be equivalent to 30 points,
  - c. GMAT 690-700 shall be equivalent to 35 points,
  - d. GMAT 710 and above shall be equivalent to the maximum of 40 points.

GMAT & GRE

The grading scale GRE (Graduate Record Examination) is analogously equivalent to the GMAT and adapted to the current GRE score scale:

- a. GRE 158-160 shall be equivalent to 25 points,
  - b. GRE 161-163 shall be equivalent to 30 points,
  - c. GRE 164-166 shall be equivalent to 35 points,
  - d. GRE 167 and above shall be equivalent to the maximum of 40 points.
- b) A maximum of 40 points can be awarded for the grade average of examination results for the Bachelor's degree submitted on application. The grade average shall be calculated on the basis of the entire range of degree course subjects. The Admission Committee shall apply the following rating scale:
    - a. grade 4.0 shall be equivalent to 20 points,
    - b. grade 4.1 shall be equivalent to 21 points,
    - c. grade 4.2 shall be equivalent to 22 points,
    - d. grade 4.3 shall be equivalent to 23 points,
    - e. grade 4.4 shall be equivalent to 24 points,
    - f. grade 4.5 shall be equivalent to 25 points,
    - g. grade 4.6 shall be equivalent to 26 points,
    - h. grade 4.7 shall be equivalent to 27 points,
    - i. grade 4.8 shall be equivalent to 28 points,
    - j. grade 4.9 shall be equivalent to 29 points,
    - k. grade 5.0 shall be equivalent to 30 points,
    - l. grade 5.1 shall be equivalent to 31 points,
    - m. grade 5.2 shall be equivalent to 32 points,

Grade average

- n. grade 5.3 shall be equivalent to 33 points,
- o. grade 5.4 shall be equivalent to 34 points,
- p. grade 5.5 shall be equivalent to 35 points,
- q. grade 5.6 shall be equivalent to 36 points,
- r. grade 5.7 shall be equivalent to 37 points,
- s. grade 5.8 shall be equivalent to 38 points,
- t. grade 5.9 shall be equivalent to 39 points,
- u. grade 6.0 shall be equivalent to the maximum of 40 points.

- c) A maximum of 20 points can be awarded for professional experience and extracurricular activities, as well as for ascertainable intercultural mobility.
- d) A maximum of 10 points can be awarded for a writing sample (as a rule, the Bachelor's thesis). The following criteria shall be examined: analytical thinking, writing skills, structuring and visual presentation.
- e) Applicants with a Bachelor's degree from the University of St.Gallen and applicants from other universities at which the same pass mechanism with negative weighted credit points was used as at the University of St.Gallen may be admitted without the GMAT/GRE requirement of Art. 3(b). In such cases, the points awarded for the grade average in accordance with Art. 4(b) shall be multiplied by a factor of 2.3 for the calculation of the overall score.

Professional experience / extracurricular activities / intercultural mobility  
Writing sample

Admission without the GMAT/GRE requirement

<sup>2</sup>The score scale shall be evaluated regularly and adjusted periodically.

#### IV. Admission process

Art. 5. <sup>1</sup>Studies in this programme can only be started in an autumn semester.

Commencement

Art. 6. <sup>1</sup>Admission decisions shall be made by an Admission Committee made up of the Programme Management (Academic Director and Administrative Director) and the Dean of Studies.

Admission Committee

<sup>2</sup>The Admission Committee may conduct additional interviews with applicants to verify the admission criteria.

<sup>3</sup>The Dean of Studies shall have the casting vote.

Art. 7. <sup>1</sup>The Admission Committee shall make the selection from the applications received on the basis of the admission requirements listed under III. For this purpose, the Committee shall add up the scores to be awarded. Applicants who score a minimum total of 75 points in accordance with the requirements of Art. 4(a to d) shall be admitted.

Selection

Art. 8. <sup>1</sup>The Dean of Studies shall notify applicants of the admission decision on behalf of the Admission Committee.

Decision

<sup>2</sup>Applicants who are not admitted shall be able to apply once more, but not before the following year.

## V. Admission conditions

Art. 9. <sup>1</sup>On admission to a Master's programme, the award of a Master's degree may be made contingent upon the satisfaction of the following admission conditions:

Admission conditions

- a) evidence of additional work in accordance with Art. 10,
- b) evidence of participation in the programme-specific integration week in accordance with Art. 11,
- c) evidence of language proficiency in accordance with the implementation provisions concerning "Languages",
- d) evidence of an adequate knowledge of accountancy in accordance with the implementation provisions concerning "Adequate knowledge of accountancy".

Art. 10. <sup>1</sup>The determination of additional work shall be subject to the following rules:

Determination of admission conditions

- a) In principle, the following work for 6 credits each may be required:
  - Legal Fundamentals of International Relations
  - Economic Fundamentals of International Relations
  - Political Science Fundamentals of International Relations
- b) Applicants who hold an HSG Bachelor's degree in International Affairs need not produce any more work.
- c) The transitional regulations referred to in Art. 13 below require students with an HSG degree in a similar major to satisfy the conditions pursuant to Para. 10(III)(5a) of the document entitled "Requirements for admission to a degree course at the Master's Level and for a changeover from an undergraduate major to a different Master's programme (7th revision)".

Art. 11. <sup>1</sup>Admitted applicants shall complete the programme-specific integration week.

<sup>2</sup>The programme-specific integration week shall take place once a year before the beginning of the Autumn Semester.

<sup>3</sup>Students who fail to complete the integration week in the first semester shall not be permitted to continue their studies.

<sup>4</sup>The programme director may permit exceptions from these rules in justified cases only.

## VI. Quality assurance

Art. 12. <sup>1</sup>On conclusion of the admission process, the Admission Committee shall report to the Senate Committee on the experience derived from it and make proposals for the further development of the process.

Quality assurance

## **VII. Final provisions**

Art. 13. <sup>1</sup>These Regulations shall be applicable to students who want to start their studies in the Master's programme in International Affairs and Governance (MIA) from Autumn Semester 2017.

Commencement

Art. 14. <sup>1</sup>These Regulations shall be effective as from 1 August 2016 and replace the Regulations of 9 December 2014.

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