

Guideline Admission Professionally qualified applicants to undergraduate Bachelor's degree programmes

The following procedure is to be implemented for the **processing of applications from professionally qualified persons** from 01.01.2025 until the entry into force of adapted admission and enrolment regulations (ZullmO) on the basis of the Baden-Württemberg State Higher Education Act (LHG, last amended by Article 24 of the Act of 17 December 2024), and on the basis of the ordinance still to be issued in accordance with Section 58 (3a) and (3b) LHG:

According to §§ 58 Para. 2 No. 5 and 6 LHG BW, anyone who:

- has a professional qualification through recognised advanced vocational training (e.g. to become a master craftsman or business administrator) (admission to studies in all subject areas)
→ here, **direct university admission** is granted after a counselling interview¹ in accordance with § 58 Para. 2 No. 5 LHG.
- at least two years of professional training in the relevant subject and, as a rule, three years of professional experience in the relevant subject (**subject-specific admission authorisation by passing an aptitude test** in accordance with Section 58 (2) No. 6 LHG)

In view of the changed legal situation since 17 December 2024, the provisions of the aptitude test regulations (HSHD) of 9 July 2020 will no longer be implemented. Until the enactment of the public-law ordinance on the university-specific entrance examination (Section 58 para. 3a) and the trial study programme (Section 58 para. 3b), the aptitude test will be conducted as follows until further notice:

Essay and oral presentation

The aptitude test consists of two parts:

1. Written essay: Essay of a maximum of 5 A4 pages in standard text size based on a provided scientific article from the subject area. The processing time from topic issue to presentation is two weeks.
2. Oral presentation (online possible): Presentation of the content and discussion of the findings from the essay in an oral presentation lasting a maximum of 30 minutes. Presentation and discussion each take up 50% of the examination time.

More detailed information and a clear assignment together with the technical article will be sent to applicants two weeks before the date of the aptitude test. The head of degree programme is responsible for taking the examination.



Procedure:

- (1) All certificate students who have passed the subject-specific examination detailed above by the winter semester 2024/25 are deemed to be regularly enrolled students as of 01.01.2025 and will immediately receive corresponding contracts through Admission.
- (2) Applicants for summer semester 25 will be informed about the procedure by Admission and will go through the above-mentioned process. After passing the aptitude test, they will also be regularly enrolled for SoSe 25.
- (3) For all other examination law issues (repeatability of the aptitude test, withdrawal, attempts to deceive, examination board), the given aptitude test regulations shall apply; the responsible examination board shall be determined according to the subject areas in which the aptitude test is to be taken. In particular, Section 2 (2) of the aptitude test regulations shall continue to apply until the relevant subsequent regulations are issued.

Prof. Dr. Victoria Büsch
Rector
SRH University of Applied Sciences Heidelberg

Dr. Thorsten Bagschik
Managing Director
SRH Hochschulen GmbH