

Die nachstehende, auf Englisch abrufbare Version der Aufnahmeverordnung PHARM_SCI ist rechtlich nicht verbindlich und dient lediglich zur Information.

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Decree on the admission restriction and the admission procedure for the jointly established Master's Programme Pharmaceutical Sciences - Drug Development and Regulatory Affairs at the Medical University of Innsbruck and the Leopold Franzens University of Innsbruck as of the academic year 2023/2024

Preamble

At the Medical University of Innsbruck and the Leopold-Franzens-University of Innsbruck, the Master's Programme Pharmaceutical Sciences - Drug Development and Regulatory Affairs, hereinafter referred to as PHARM_SCI, was established as a joint programme in English. The present decree governs the access to this study programme through the PHARM_SCI admission procedure, which is carried out exclusively by the Medical University of Innsbruck for both universities, prior to admission.

The Rectorate of the Medical University of Innsbruck has, in accordance with §54e para 1 and §63a para 8 Universities Act in the currently valid version, issued the following decree on the admission restriction to the Master's programme PHARM_SCI, after having received a statement from the Senate:

I. Contents of the regulations and authorisation to issue regulations

§ 1. (1) This decree regulates the determination of the number of first-year students for the Master's Programme PHARM_SCI at the Medical University of Innsbruck and the Leopold Franzens University of Innsbruck as well as the admission procedure prior to admission to the programme.

(2) The Rectorate of the Medical University of Innsbruck has to define by decree

- a) the correction procedure for the admission test,
- b) the COVID-19 protective measures and hygiene measures for all steps of the procedure, where personal attendance of the applicants is required,
- c) the provisions for selecting the applicants in the event of "prevention of parts of the PHARM_SCI admission procedure due to force majeure" and,
- d) if required due to the COVID-19 pandemic, the rescheduling of the test day.

II. Scope of validity

§ 2. The regulation on admission restrictions applies to all applicants for the Master's Programme PHARM_SCI at the Medical University of Innsbruck and the Leopold-Franzens-University of Innsbruck. The admission of applicants takes place exclusively at the beginning of the respective academic year.

§ 3. The regulations for the admission procedure acc. to §§55 ff. do not apply to:

1. students who, at the time of the admission procedure, are admitted to the Master's Programme PHARM_SCI at the Medical University of Innsbruck or the Leopold-Franzens-University of Innsbruck and continue their studies (§62 Universities Act) as well as
2. students who are admitted to a PHARM_SCI master's programme at a university or equivalent recognised post-secondary educational institution abroad and who are studying within the framework of an international mobility programme (e.g. ERASMUS) at the Medical University of Innsbruck or the Leopold-Franzens-University of Innsbruck.

III. Number of study places

§ 4. (1) The following number of places is determined in accordance with the cooperation agreement between the Medical University of Innsbruck and the Leopold-Franzens-University of Innsbruck on which the jointly established study programme is based and in accordance with § 63a para. 8 Universities Act for the Master's Programme PHARM_SCI at the Medical University of Innsbruck and the Leopold-Franzens-University of Innsbruck respectively: **30**

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(2) Several years of experience have shown that the number of study places in the first semester drops below 30, because some applicants with a fixed place withdraw from their application, don't accept a study place that has been allocated or drop out within the first semester. Therefore, the member of the Rectorate of the Medical University of Innsbruck responsible for admissions can increase the study places to a maximum of 33.

IV. Admission procedure for the Master's Programme PHARM_SCI

§ 5. (1) The admission of applicants to the Master's Programme PHARM_SCI is based on the admission procedure according to §§6 ff. With the exception of §15 para 1 (less than 35 applicants), places are allocated in two steps within the framework of the admission procedure (PHARM_SCI):

1. In a special knowledge test for the Master's Programme PHARM_SCI (PHARM_SCI Test), a ranking is made in the first step. The applicants ranked between 1 and 50 will be
2. invited to a selection interview in step two.

(2) The costs incurred by applicants in the course of the admission procedure pursuant to §§6 ff. are not reimbursable.

(3) Persons shall be entitled to participate in the admission procedure (§§6 ff.) who, pursuant to §64 para. 3 Universities Act and §63 para. 1 no. 3 and para. 10 Universities Act in the currently valid version, at the time of admission

1. can prove completion of a relevant bachelor's programme, diploma programme or a relevant bachelor's programme at a university of applied sciences or another equivalent programme at a recognised domestic or foreign post-secondary educational institution. In any case, the completion of the Bachelor's or Diploma Programmes in Pharmacy, Chemistry or Biology at the Leopold Franzens University of Innsbruck as well as the completion of the Bachelor's Programme in Molecular Medicine or the Diploma Programme in Human Medicine at the Medical University of Innsbruck are considered to be eligible studies. If the equivalence is given in principle with only individual supplements missing to full equivalence, additional courses and examinations covering a maximum of 30 ECTS-Credits can be prescribed in order to achieve full equivalence.
2. can prove the necessary knowledge of the English language, if their first language is not English. The knowledge of the language is demonstrated in particular by a school-leaving certificate on the basis of instruction in this language (level C1).

Internet registration

§ 6. (1) Applicants must register online using the web form (PHARM_SCI-account) within the registration period, which will be published on the website https://www.i-med.ac.at/studium/zulassung/erstzulassung/zulassung_pharm_sci.html.

(2) In addition to general personal data (surname, first name, place of residence, etc.), the choice of the field of study and the place of study must be indicated in this internet registration. The data is processed on the basis of the legal provisions, in particular on the basis of Art. 6 and Art. 9 EU-GDPR, §3 in connection with §63a para. 8 Universities Act and the Education Documentation Act.

(3) Valid internet registration is a prerequisite for taking the test. Internet registration after the end of the registration period (§ 6 para. 1) or an extension of the registration period is not possible. The internet registration is only possible within the stipulated period of time and is only valid upon receipt of the documents (§8) and the fee (§7) in due time and in full.

(4) The web address used for registration will be published on the internet on the website of the Medical University of Innsbruck at the latest by the end of February of the respective year. An incompletely completed application, an application which is untrue, which does not comply with the formal requirements (in particular paras. 1 to 3) or which is not submitted in due time shall be invalid and shall be disregarded. Orders for improvement are not to be made.

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(5) It should be noted that all information concerning the admission procedure is provided electronically to applicants by the Medical University of Innsbruck. This also means that applicants must actively retrieve information from an internet platform set up for this purpose.

Furthermore, the applicants are obliged to check their PHARM_SCI account regularly - at least daily during the periods of allocation of study places according to §§15 and 17 - for the receipt of electronic messages from the Medical University of Innsbruck.

Cost contribution

§ 7. (1) The applicants have to contribute to the costs of the admission procedure (§§5 and 15). The amount of the contribution is €90.

(2) The cost contribution must be paid within the deadline published on the website https://www.i-med.ac.at/studium/zulassung/erstzulassung/zulassung_pharm_sci.html using one of the payment options offered by the Medical University of Innsbruck within the framework of the internet registration and must subsequently be received in full in the account announced by the Medical University of Innsbruck within the scope of the internet registration. The required information will be announced within the framework of the internet registration (§ 6). The applicants have the express obligation to follow the announcements on the internet platform of the Medical University of Innsbruck and to make the payment of the cost contribution in such a way that the amount arrives in time at the announced bank account of the Medical University of Innsbruck as well as to check the valid payment of the cost contribution. Applicants must also ensure that a confirmation of payment is displayed in the system.

(3) An internet registration is invalid if the fee has not been paid in full to the account specified by the Medical University of Innsbruck within the specified period, which is published on the website https://www.i-med.ac.at/studium/zulassung/erstzulassung/zulassung_pharm_sci.html. Participation in the admission procedure is thus excluded.

(4) If applicants do not appear for the test or the selection interview despite valid internet registration (§6 para. 3), or if they cancel their registration, there is no entitlement to a reimbursement of the cost contribution paid. This applies equally to admission procedures in one step (§15 para. 1) and admission procedures in two steps (§15 para. 2).

Document upload

§ 8. (1) Applicants must upload the following documents (1 to 4.) as a PDF (1 PDF, max.10 MB) to the PHARM_SCI account within the deadline specified for registration (§6 para. 1) for a valid internet registration (§6 para. 3):

1. curriculum vitae in English,
2. synopsis or abstract of the Bachelor's/Diploma/Master's Thesis in English of the highest-grade, subject-relevant study programme,
3. motivational letter in English and
4. previous study achievements.

(2) If the documents are not uploaded to the PHARM_SCI account within the specified deadline, which is published on the website https://www.i-med.ac.at/studium/zulassung/erstzulassung/zulassung_pharm_sci.html, the internet registration is invalid. Participation in the admission procedure is thus excluded. Uploads or subsequent submissions outside the scheduled deadline will not be considered.

No orders for improvement are to be issued.

Information on the admission procedure

§ 9. (1) Applicants who have validly registered via the internet will receive access to download information on the knowledge test and its procedure via their PHARM_SCI account.

(2) After the final registration numbers are known, i.e. after the end of the internet registration and the deadline for payment of the cost contribution and upload of the documents (§6 ff.), the applicants will be informed via

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the PHARM_SCI account whether the admission procedure will be carried out in one step (§15 para. 1) or in two steps (§15 para. 2).

In the case that the admission procedure according to §15 para. 2 takes place in two steps, the knowledge test takes place on the same day as the other admission procedures at the Medical University of Innsbruck. The dates and deadlines will be published on the website https://www.i-med.ac.at/studium/zulassung/erstzulassung/zulassung_pharm_sci.html. The test location, time and duration will be announced to all applicants who have been registered as valid via the internet registration (§ 6) and subsequent payment of the cost contribution (§ 7) and the upload of documents (§ 8) in good time, but no later than three weeks before the test date via the PHARM_SCI account.

(3) Applicants according to §15 para. 1 (selection interview) and applicants according to §15 para. 2 (knowledge test and selection interview), who are ranked 1 to 50 after the knowledge test, are invited to a selection interview. The interviews take place in the week following the admission test. The dates will be announced to the applicants via the PHARM_SCI account.

(4) Applicants with a disability according to §3 Federal Disability Equality Act (BGStG) who have properly registered for the admission procedure (§6), have paid the cost sharing contribution in time and in full (§7) and have uploaded the documents in time and in full (§8) have the right to request a different examination method if the applicant proves a disability that makes it impossible to take an examination within the scope of the admission and selection procedure using the specified method. However, the educational goal of the chosen degree programme must remain attainable.

However, the deviating examination method may only be approved in a way that does not put the other applicants participating in the admission or selection procedure at a disadvantage. A disability within the meaning of section 3 of the Federal Disability Equality Act (BGStG) is the effect of a not merely temporary physical, mental or psychological functional impairment or impairment of sensory functions which is likely to make participation in life in society more difficult. A period of more than six months is deemed to be non-temporary. The request for a different examination method due to this disability must be made within the time limit published on the website https://www.i-med.ac.at/studium/zulassung/erstzulassung/zulassung_pharm_sci.html at anv-nachteilsausgleich@i-med.ac.at and must be supported by a medical certificate or a certificate which must be attached to the request. The application and the proof must indicate the disability and the necessary deviating examination method. Applicants who have submitted an application in due time and have provided proof of a disability will be informed after expiry of the deadline for submitting an application, at the latest one week before the admission procedure, whether and in what way they will be granted a different examination method and, if applicable, suitable support measures. Further information will be published on the website (<https://www.i-med.ac.at/studium/anv-barrierefrei.html>). The applicants are obliged to inform themselves regularly on the homepage and to check their mail account regularly for the receipt of electronic messages from the Medical University of Innsbruck. Appeals and legal remedies against the decision taken are not admissible.

A late application is only permissible in justified exceptional cases. Orders for improvement are not to be made.

Test implementation

§ 10. (1) The allocation of study places (§4) for the Master's Programme PHARM_SCI is effected by the PHARM_SCI admission procedure (§5 para. 1).

(2) The entrance test is held in presence as a computer examination or alternatively in writing in paper form. Knowledge in the subject areas of genetics, physiology/pathophysiology, biology/molecular biology, chemistry/biochemistry, pharmaceutical technology and biotechnology, pharmacology and statistics is tested.

(3) More information for test preparation will be published on the website (https://www.i-med.ac.at/studium/zulassung/erstzulassung/zulassung_pharm_sci.html).

§ 11. The entrance test is not an examination in the sense of §§72 ff. Universities Act. Therefore, the provisions of §§72 to 79 Universities Act do not apply.

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§ 12. The passing on of the test items to third parties and their utilisation is prohibited. This right belongs exclusively to the holder of the rights of the entrance test. In case of violation of this provision, the Medical University of Innsbruck is entitled to indemnify and hold itself harmless.

Exclusion

§ 13. (1) Applicants are obliged to inform themselves independently and on their own responsibility about all COVID-19 pandemic-related restrictions for participation in the entrance test.

(2) Before the start of the admission procedure, the identity of the applicants must be verified. For this purpose, applicants must show a valid official photo ID. If an applicant refuses to identify himself/herself or if it is not possible to establish the identity of an applicant or if there are justified doubts about the identity of an applicant, the PHARM_SCI admission procedure manager is authorised to deny the applicant access to the test centre.

(3) Applicants who arrive too late can be refused participation in the admission procedure by the PHARM_SCI admission procedure manager.

(4) The test supervisor has the authority to establish seating arrangements and assign seats to applicants. If an applicant does not follow the instructions of the test supervisor despite being requested to do so, the PHARM_SCI admission procedure manager is authorised to exclude the applicant in question from the admission test.

(5) If an applicant abandons the admission test, the test will not be taken into account in the admission procedure.

(6) Participants in the entrance test who interfere with the proper conduct of the test may be excluded from further participation in the test. In this case, the entrance test will be marked with zero points.

(7) Participants in the entrance test who do not comply with the COVID-19 safety regulations and hygiene measures of the Medical University of Innsbruck (§1 para. 2) despite having been warned will be excluded from the test, their test result will be evaluated with zero points, they will be banned from the premises and immediately expelled from the test area.

(8) Items not allowed during the test will be announced to the applicants via the PHARM_SCI account of the Medical University of Innsbruck. Participants who are still carrying unauthorised items after the start of the test will be asked to hand them in to the supervisory staff and will receive a warning. Attempts to communicate with other participants during the test will also be punished with a warning. Participants in the entrance test who have received two warnings will be excluded from further participation in the test. In this case, the admission test will be evaluated with zero points.

(9) Participants in the admission test who attempt to influence the test result by dishonesty may be excluded from further participation in the test.

Dishonesty occurs in particular if, after the start of the test, participants use an unauthorised item that was communicated in advance by the PHARM_SCI account of the Medical University of Innsbruck without permission. If participants in the entrance test are excluded from further participation in the test due to dishonesty, or if dishonesty is detected after completion of the entrance test, the entrance test will be evaluated with zero points.

(10) The incidents mentioned in paragraphs 2 to 9 as well as other extraordinary incidents are to be documented by the test supervisor in an appropriate manner.

(11) Applicants who have been excluded by the responsible admissions' procedure manager will be escorted out of the test area and the admission test will be evaluated with zero points.

Evaluation and selection

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§ 14. (1) The knowledge test is evaluated by the Medical University of Innsbruck. The result of the knowledge test and the resulting ranking decides, with the exception of §15 para. 1, who will be invited to a selection interview (§15 para. 2). The ranking is published on the internet platform.

(2) If parts of the PHARM_SCI admission procedure are prevented by force majeure, the selection of applicants shall be made in accordance with the regulation "Prevention of parts of the PHARM_SCI admission procedure by force majeure".

Determination of results, ranking list and allocation of study places

§ 15. (1) If fewer than 35 applicants validly register for the admission procedure within the application period (§6 para. 3), the admission procedure for selection and allocation of study places shall, in deviation from §5 para. 1, only take place in one step, by means of a selection interview to which the applicants shall be invited. There is a selection committee appointed by the responsible members of the rectorates of both universities, which draws up a catalogue of questions that is binding for all. The result of these selection interviews leads to the ranking list for the allocation of a study place. The applicants in positions 1 to 30 or the number of places in the final ranking list as specified in § 4 para. 2 shall be allocated a place.

(2) If 35 or more than 35 applicants validly apply for the admission procedure within the application period (§6 para. 3), the admission procedure for the selection and allocation of study places according to §5 para. 1 shall take place in two steps (knowledge test and selection interview). Applicants who are placed in positions 1 to 50 in the ranking order based on the knowledge test are given the opportunity to participate in a selection interview. There is a selection committee appointed by the responsible members of the rectorates of both universities, which draws up a catalogue of questions that is binding for all.

The results of the entrance test and the selection interview decide on the allocation of a study place. The result of these selection interviews leads to the final ranking list for the allocation of a study place. The applicants in positions 1 to 30 or the number of places in the final ranking list as specified in §4 para. 2, shall be allocated a place.

(3) If more than one applicant achieves the same rank at the last rank (rank binding), the study place will be awarded by a lottery procedure.

(4) If an applicant does not appear for the selection interview, the place on the list obtained is forfeited. The selection interview is not an examination in the sense of §§72 ff. Universities Act. The provisions of §§72 to 79 Universities Act shall not apply.

COVID-19 Pandemic

§ 16. (1) Applicants are obliged to inform themselves independently and on their own responsibility about all pandemic-related restrictions on participation in the testing and all other procedural steps that require personal attendance.

(2) Applicants who, due to their membership of a COVID 19 risk group, require special protection when taking the test, must inform the university by e-mail to anv-nachteilsausgleich@i-med.ac.at at least two weeks before the admission procedure, enclosing a COVID 19 risk attestation in accordance with the COVID 19 Risk Group Ordinance (BGBl. II No. 203/2020).

(3) Applicants who do not comply with the COVID-19 safety regulations and hygiene measures of the Medical University of Innsbruck for the conduct of the admission procedure for the respective academic year, despite having been warned, will be denied access to the test rooms and premises of the university. If the offence occurs on the test premises, they will be excluded from the test, their test result will be evaluated with zero points, they will be banned from the premises and immediately expelled from the test area. The COVID-19 protection regulations and hygiene measures of the Medical University of Innsbruck for the implementation of the admission procedure for the respective academic year are published daily on the website <https://www.i-med.ac.at/studium/covid-19-Massnahmen.html>.

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V. Admission

§ 17. (1) Only those applicants can be admitted to the master's programme who have been offered a place on this programme on the basis of the ranking list (§15). Admission takes place exclusively at the Leopold-Franzens-University of Innsbruck (<https://www.uibk.ac.at/studium/anmeldung-zulassung-aufnahmeverfahren-neu>). According to §54e para. 4 Universities Act, the applicants also become members of the Medical University of Innsbruck with their admission. The regulations concerning the responsibilities for the implementation of the provisions of study law as well as the application of the respective provisions of the study law statutes are laid down in ordinances issued in the same wording, which are published in the respective bulletins of both universities.

(2) The admission to the Master's Programme in PHARM_SCI requires that the applicant has obtained a place in the final ranking list (§15) for the relevant academic year and fulfils the requirements of §§63 ff. and 91 Universities Act.

(3) The admission of applicants who have not achieved a place on the ranking list according to §15 is inadmissible.

(4) The obligation of the applicants, according to §6, to check their PHARM_SCI account regularly - in the times of the allocation of study places at least daily - for the receipt of electronic messages from the Medical University of Innsbruck is explicitly pointed out.

VI. Repeated participation in the admission procedure

§ 18. Applicants who are not admitted to the programme in one academic year may participate in the admission procedure in the following academic years. Repeated participation in the admission procedure for students who are not admitted in one academic year is possible for an unlimited period. They are treated in the same way as applicants who participate in the admission procedure for the first time.

VII. Responsibility, coming-into-force

§ 19. The Rectorate of the Medical University of Innsbruck is responsible for the implementation of the admission procedure.

§ 20. This decree shall enter into force on the day of its publication in the official bulletin of the Medical University of Innsbruck.

For the Rectorate:

ao. Univ.-Prof. Dr. med. univ. Wolfgang Prodingner, MME (Bern)
Vice Rector for Student Affairs and Teaching