

[illegible]

|  |  |     |   |   |                             |     |  |
|--|--|-----|---|---|-----------------------------|-----|--|
|  |  |     |   | 3   | 0                           | 0,0 |  |
|  |  |     |   | 0   | 0                           | 0,0 |  |
|  |  |     |   | 0   | 0                           | 0,0 |  |
|  |  |     |   | 0   | 0                           | 0,0 |  |
|  |  |     |   | 0   | 0                           | 0,0 |  |
|  |  |     |   | 0   | 0                           | 0,0 |  |
|  |  |     |   | 0   | 0                           | 0,0 |  |
|  |  |     |   | 0   | 0                           | 0,0 |  |
|  |  |     |   | 0   | 0                           | 0,0 |  |
|  |  |     |   | 0   | 0                           | 0,0 |  |
|  | <b>cs grade average</b> , check if correct and can be compared to final / preliminary overall grade -> | 7,0 | 6 | ←total amount of core computer science cp or ch in your transcript, comparable to total cp or ch in your entire degree -> see ratio computation | Total ECTS contact hours →: | 4,0 |  |

\* Please note, filling in the table does not automatically mean a free pass for the formal requirement of 60 ECTS. The admission board still needs to accept this. However, if you have received a **preliminary quick check code** ([https://www2.informatik.uni-hamburg.de/Info/Studium/MSc/IAS/wiki/index.php/Required\\_Documents:\\_Example\\_structure\\_table](https://www2.informatik.uni-hamburg.de/Info/Studium/MSc/IAS/wiki/index.php/Required_Documents:_Example_structure_table)), the chances are very high that the admission board will accept your table. If your transcript contains ECTS state this and use ECTS. You do not need to fill in E-G. If explanations in B are not readable in pdf-print, the corresponding courses will not count towards reaching 60 ECTS. Find explanations in the wiki and below (row 40+).

**Please fill in the orange cells below:**

|                                  |  |       |  |           |  |  |
|----------------------------------|--|-------|--|-----------|--|--|
| Your name:                       |  |       |  |           |  |  |
| Name of your study program       |  |       |  |           |  |  |
| Standard period of study program |  | years |  | semesters |  |  |

|  |     |   |  |           |  |  |
|--|-----|---|--|-----------|--|--|
| Your actual amount of time in study program:<br>(in case you took longer than the standard period of study,<br>please explain in the motivational letter)  |     | years   |  | semesters |  |  |
|  |     |   |  |           |  |  |
| Total sum of <b>CS</b> courses expressed in your credit system (column D). If the sum cannot be found by simply adding up the numbers on your transcript, please add a comment on the right. This number has to be grade-independent.<br><b>Example:</b> A German Computer Science Bachelor has at least 72 credit points of core computer science courses.  | 72  | Comment: it is the sum of column D              |  |           |  |  |
| Total sum of <b>ALL</b> courses in your transcript expressed in your credit system --> use the total number of Credit points or credit hours needed to complete your degree. You should find/calculate it using your transcript. If the sum cannot be found by simply adding up the numbers on your transcript, please add a comment on the right. This number has to be grade-independent.<br><b>Example:</b> A German Computer Science Bachelor has a total of 180CP in 3 years. This is the grade-independent number necessary to complete a Bachelor degree in Germany | 180 | Comment: total sum of all courses in transcript |  |           |  |  |
| Ratio (sum of all CS courses/ sum of ALL courses in your degree).<br>The sheet should automatically compute this ratio.  | 0,4 |   |  |           |  |  |
| With the ratio (at least > 33%) , and the list of subjects you provide, and the estimation of ECTS contact hours, the admission board computes the formal requirement of 60 ECTS, and checks your suitability for IAS, and comparability of your degree to a German Bachelor in Computer Science   |     |   |  |           |  |  |
|  |     |   |  |           |  |  |
| <b>Grading Scale</b>   |     |   |  |           |  |  |

|   |   |  |  |  |  |  |
|---|---|--|--|--|--|--|
| <p><b>Best grade</b> of your program's grading system. This should appear in your transcript/degree certificate. If not, you need an official document stating your grading system's best grade.</p> <p>Examples:<br/>GPA: Best grade: 4<br/>German: Best grade: 1</p>  |   |  |  |  |  |  |
| <p><b>Minimum passing grade</b> of your program's grading system. This should appear in your transcript/degree certificate. If not, you need an official document stating your minimum passing grade.</p> <p>Examples:<br/>GPA: Minimum passing grade: 2<br/>German: Minimum passing grade: 4</p>   |   |  |  |  |  |  |
| <p>Your personal final / overall preliminary grade</p> <p>This should appear in your transcript/degree certificate. If not, you need an official document stating your grade.</p>   |   |  |  |  |  |  |
| <p>The IAS Team needs those numbers to make your grade comparable to world-wide grades of all applicants. If you do not provide us with your grade and grading system, the admission board will assume the worst possible grade.</p>  |   |  |  |  |  |  |
|   |   |  |  |  |  |  |
| <p><b>Export this document as PDF in landscape-format for your application. Please make sure that the PDF-Layout is the exact same as this layout. If text is cut off in the PDF or rows are split across several pages we can not consider your application. If not readable in application - you may not reach 60 ECTS as all unreadable rows will be not considered. As a result you will receive a letter of rejection for your application. There is no reconsideration.</b></p> |   |  |  |  |  |  |
|   |   |  |  |  |  |  |
| <p><b>Please note:</b></p>  | <p>Do not delete columns! Information of column A,B, C, D has to be found in your transcript – if not explain why – use comment column.- Column E and F should be found in transcript or degree description – highlight information in your documents- Column C: Put in the grades that appear in your transcript – not the German grade: If the simple average here is not possible please comment and normalize the grades, so the average can be computed and compared to your preliminary or final overall grade- Fill in as much cs courses as you have, the admission board might not accept all cs course you put in the list.- <b>Column G:</b> A conservative estimation</p> |  |  |  |  |  |

of ECTS contact hours: based on contact hours per week and semester and the ratio for the German contact weeks per semester: 15 weeks in-class educational hours with lecturer present: **here 1 estimated ECTS contact hour equals 1 contact hour per week for 15 weeks in one semester.**

- Column E: The weekly contact hours refer to the in-class educational hours per week (with yourself and a lecturer/tutor attending). Column E: The self-study time is not included in this calculation. **Please do not include it.**

- Column F: The amount of contact weeks per semester= the amount of in-class time with lecturer present – if it varies from the world’s average of 15 weeks per semester more than + -1 week please attach a document providing proof that your semester is longer or shorter than the world’s average- usually degree description – highlight relevant sections in transcript. **Do not change formulas in this document.**

- All information has to be found in an official document issued by your university --> usually the transcript, certificate, diploma supplement, degree description

- Highlight the relevant information in your official documents

- Highlight the cs courses you put in this table in your transcript (e.g. with yellow pen - small dot)

- If the courses cannot be found in your transcript, please state in the table where the evidence can be found – use comment column

|  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |
| More info regarding this table: <a href="https://www2.informatik.uni-hamburg.de/Info/Studium/MSc/IAS/wiki/index.php/Required_Documents:_Exam"><b>https://www2.informatik.uni-hamburg.de/Info/Studium/MSc/IAS/wiki/index.php/Required_Documents:_Exam</b></a> |  |  |  |  |  |  |  |
| For questions, please read through the wiki first. In case your question remains, you can contact <a href="mailto:ias-team@informatik.uni-hamburg.de"><b>ias-team@informatik.uni-hamburg.de</b></a>  |  |  |  |  |  |  |  |
| <a href="https://www.master-intelligent-adaptive-systems.com/">https://www.master-intelligent-adaptive-systems.com/</a>  |  |  |  |  |  |  |  |