

## **Annex VI**

### **Admissions Regulations**

#### **Bachelor of European Studies**

##### **I. Preliminaries**

1. These regulations outline the main principles applied in the admission process to the BAES programme as well as the admission requirements and the selection procedure.
2. These regulations apply to all applicants to the BAES programme.
3. The present regulations can be subject to annual changes. Changes to these regulations are to be discussed and decided upon by the Local Academic Coordinator Board and the Academic Steering Committee. To be applicable for the following academic year, changes to this regulation need to be decided upon by the end of June of each calendar year.

##### **II. Main principles**

1. The Bachelor of European Studies is a demanding, multi-lingual and specializing interdisciplinary programme. In order to be admitted, each candidate has to prove that their performance and knowledge obtained in secondary education allows them to proceed with this bachelor's degree. The programme applies strict rules regarding annual re-enrollments and mobility trajectories, based on the study progress after each academic year.
2. Admission to the BAES is subject to an assessment of the capacity and suitability of the student to successfully complete the BAES programme.
3. The application process to the BAES programme is governed by a clear set of admission requirements and strict deadlines. All applicants are expected to adhere to these requirements in order to be considered for admission.
4. All applicants file their application with the Admissions Office of the Coordinating Party. Applications have to be submitted online through the website of the Coordinating Party, supplemented with the required documents, as announced on [jointbaes.eu/apply](http://jointbaes.eu/apply) and according to the deadlines outlined on the same website.

5. The required documents can be submitted in English as well as in the official languages of the Degree Awarding Parties. For the required documents submitted in a language that the Admission Office of the Coordinating Party does not master, the administrative coordinator of the relevant Degree Awarding Party will ensure prompt support in verifying the originality and the validity of the submitted documents.
5. The admission requirements are communicated on the website of the Coordinating Party and the BAES website ([jointbaes.eu/apply](http://jointbaes.eu/apply)) before the start of the application process.

### **III. Admission Requirements**

#### **III.1. Diploma Requirements**

1. For admission to the Joint Degree Programme the general admission requirements for a bachelor's programme apply:
  - a) a secondary education degree awarded by a Member State of the European Economic Area (EEA) or Switzerland if the following conditions are met: (i) the degree is awarded by the competent institution in one of the countries of the EEA or Switzerland; (ii) the awarding institution follows the academic educational system of an EEA Member State or Switzerland; (iii) the degree conferred allows the holder to be admitted to a programme equivalent to the BAES in the country where the candidate graduated.
  - b) a degree or certificate awarded within the European Union which, pursuant to a law, decree or European guideline or another international agreement is deemed equivalent to the degrees mentioned in the two foregoing categories.
2. In addition to this, the programme may admit applicants who have obtained a degree or certificate (i) in a State outside the EEA or Switzerland, or (ii) in a Member State of the EEA if their degree is not deemed equivalent within the meaning of paragraph 1. Such admission shall only be possible on the condition that such degree or certificate gives access to a bachelor's programme in the State where it has been awarded, comparable to the BAES, and on the condition that the degree or certificate in question has been authenticated.
3. For the admission of these applicants, the following additional requirements apply:
  - a) to take part in the general SAT test and submit their SAT score report. Emphasis shall be laid on the Evidence-Based Reading and Writing sections. The recommended minimum score in

the Evidence-Based Reading and Writing section is 580. Students with a lower score can still be considered for admission based on the overall evaluation of their application file and a possible follow-up interview;

- b) alternatively, applicants may take the ACT test and submit their ACT score report, where emphasis shall be laid on the English and Reading sections, and the Writing test. The recommended minimum score for the English and Reading sections collectively is 46. Students with a lower score can still be considered for admission based on the overall evaluation of their application file and a possible follow-up interview;
- c) SAT or ACT test results shall not constitute an immediate guarantee for admission. The application file shall include previous education qualifications and other required documents, which shall be evaluated as a whole. Applicants are responsible to timely make an appointment for one of either tests themselves and submit the results before the application deadline.
- d) Applicants who have been awarded an International Baccalaureate (IB) are exempted from this requirement.

4. Applicants who have been awarded the General Certificate of Education (GCE) can be eligible for admission:

- a) if they can prove to have passed at least three A-Level subjects. The programme accepts [the list of approved subjects](#) on the website of The University of Edinburgh. Of these A-Level subjects, at least two have to be in Social Sciences or Humanities. The third subject can be unrelated if the grades are satisfactory. A minimum grade of 'B' is required for each of the three subjects. Applicants with a grade 'C' can still be considered eligible after a favourable decision taken by the Admissions Board on the basis of an evaluation of the entire application file and previous education qualifications of the applicant.
- b) If the GCE A-Level certificates have been obtained in a State that is not a Member State of the European Union, applicants shall be required to submit an additional SAT or ACT test (cf. *supra*).

### **III.2. Language Requirements**

- 1. All applicants must prove their English language proficiency.
- 2. The programme accepts the following tests as a proof of English proficiency:
  - a) TOEFL iBT (Test at test centre or Test at home). Minimum score 90 overall (with no subscore below 20);

- b) IELTS Academic test (taken on computer, online or paper). Minimum score 6.5 (with no subscore below 5.5);
- c) ESOL Cambridge (CAE/CPE). Minimum score 176 overall (with no subscore below 169);
- d) PTE Academic. Minimum score 59 (with no subscore below 53);
- e) ITACE C1 or C2.

3. An exemption from the proof of English proficiency by means of the above mentioned tests is only possible in one of the following cases:

- a) Applicants who hold a secondary education degree or higher education degree obtained in Australia, English-speaking Canada, Ireland, New Zealand, United Kingdom or the USA; the degree and transcripts suffice, provided they can prove that the entire study was completed in English.
- b) Applicants holding an American secondary education degree obtained outside the USA but accredited by the four accreditation bodies indicated here: <https://www.kuleuven.be/english/apply/requested-documents/eligibility-bachelor>.

4. If a student chooses to take up part of their curriculum in a language other than English, they are expected to have a language proficiency required by the Party offering the relevant courses. Proof of language proficiency different than English may be requested before the allocation of the mobility paths. In any event, sufficient knowledge of the required language shall be the responsibility of the student, including when enrolling for courses in a language different than English offered under the BAES.

### **III.3. Additional Requirements**

1. In addition to the core documents, which all candidates have to upload, the BAES programme includes a number of programme-specific application documents that all candidates need to submit:

- a) an academic reading and writing assignment (500-750 words);
- b) a video pitch explaining the key components of the writing assignment (max 120 seconds);
- c) a video pitch, in which the candidate elaborates on their motivation to study in the BAES (max 120 seconds);
- d) a copy of the completed start university and mobility form.

2. In case of follow-up questions based on the assignment and/or the videos, applicants may be invited for an interview by the BAES programme after the application deadline.

#### **IV. Evaluation and Selection Procedure**

1. A common application and selection procedure for BAES students is in place and is announced on the website of the BAES.
2. On the basis of the documents outlined in Article II of these regulations, the Admission Board will conduct an assessment of the capacity and suitability of the student for the BAES programme.
3. Evaluation of applications is based on complete files only.
4. Only applications that meet the minimum eligibility criteria and adhere to the specified deadline are taken into consideration for the admissions selection process.
5. Students applying to start the BAES programme at the Universidad Complutense de Madrid may be subject to rules complying with Spanish national and regional law. More specifically, students with a high-school degree issued in Spain must follow an extra pre-admission process in addition to the standard application to the programme. More information can be found on <https://www.ucm.es/baes/admission>.
6. Being admitted to the Joint Degree Programme does not imply that students can study in any of the Parties without limitations. Quantitative restrictions may apply. Unlimited access shall be provided by the Degree Awarding Parties as a whole, even though the individual intake in each Degree Awarding Party may be limited.
7. Applicants shall choose their Start University for the first academic year and their major specialization for the second academic year by filling out the *Start University and Mobility Form*.
8. When admitting students and distributing students across different Parties, both the preferences of students, including their mobility preferences, and availabilities of places are taken into account. The final decision of where students will start in the Bachelor of European Studies is made by the Admissions Board.