

# TUM School of Management – Assessment procedure Master in Management

Valid for applications for the winter semester 2022/23

We are currently working on a change in the statutes that govern the entrance requirements of this program. Once in force, this change would require a GMAT score as part of the application process. The modifications in the statutes are subject to deliberation by several committees as part of the normal process. The change will likely take effect for those applying for intake in Winter Semester 2022/23.

This proposal has not yet completed its rounds through the process. We offer this information in the spirit of transparency; no further details are available at this time. We will provide updates on the situation on our website as soon as we have more information.

At this point we can only published the requirements and the details of the assessment process that were valid for applications until the winter semester 2021/2022.

Table of Content

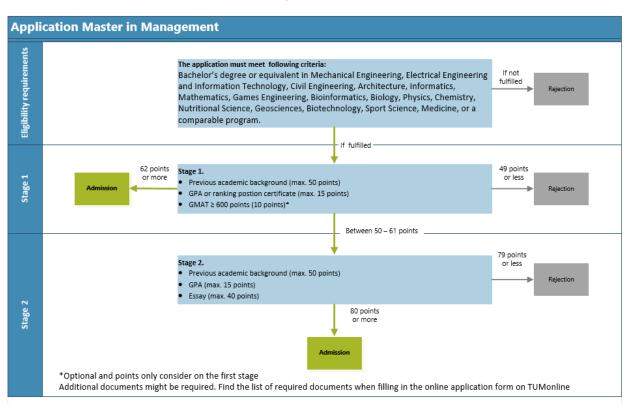
## 1. Assessment procedure Master in Management

- 1.1.Entrance Requirements
- 1.2.Stage 1
- 1.3.Stage 2

### 2. How to fill out the Curricular Analysis

- 2.1.Registration
- 2.2.Entering courses
- 2.3.Submission
- 2.4.FAQs

# **Application process chart Master in Management**



## 1. Assessment procedure Master in Management

#### 1.1. Entrance Requirements

To be eligible to apply for the Master in Management program, applicants must hold a Bachelor's degree (requiring at least 6 semesters of study) or equivalent in Engineering (Mechanical Engineering, Electrical Engineering, Civil Engineering & Surveying, Architecture or equivalent) or Natural Sciences(Natural Sciences, Computer Science, Mathematics, Nutritional Science, Sports Science or other).

If your application fulfills all entrance criteria from 1.1., it will start with the first stage of the assessment procedure.

## 1.2. Stage 1: Previous academic background + GPA + GMAT (optional)

If an application fulfills the entrance requirements, 50 points will be immediately granted for the previous academic background.

Up to 15 points will be given for your overall final bachelor's degree grade. If you apply with a bachelor's degree from a foreign country and / or with a grade of grading system other than the German one, your grade will be converted into the German grading system using the Bavarian formula by TUM or Uni-Assist. Please refer here for more information:

German Grade	1	1,1	1,2	1,3	1,4	1,5	1,6	1,7	1,8	1,9	2	2,1	2,2	2,3	2,4	2,5 or below
Points	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	0

Alternatively, we consider a Ranking Certificate from your university, if it can award you with more points than through your grade: A maximum of 15 points is allocated to the ranking position of the degree.

Ranking	among the	among the	among the
Position	best 1-20%	best 21-30%	best 31-50%
Points	15	9	6

We can only recognize ranking certificates if they correspond in form and content to TUM standards. The ranking certificate must contain a grading table of all students that considers your GPA and compares it to the performance of all other students in your branch. It should be an official university document attached to the transcript and not a document issued by an individual at the university on request from the applicant.

The points from the previous academic background and your final grade or ranking will be combined. Having a GMAT is beneficial for you, but it is not a requirement to enroll in this program. With a score equal to or over 600 you will receive 10 points during the first stage of the assessment. If you decide to submit a GMAT please be sure you give the Technical University of Munich the right to verify it online.

The result of stage 1 either leads to:

- a rejection: if the application only reaches 49 or less
- a direct admission: if the application reaches 62 points or more
- to the evaluation of the essay in stage 2 of the assessment procedure: if the application reaches between 50 and 61 points

Since the essay is a mandatory document for the application, all applicants must upload it on TUMonline, even if they are sure of obtaining admission in stage 1.

#### 1.3. Stage 2: Points from Stage 1 (without GMAT) + Essay

In case the Essay is relevant for the final assessment, it will be evaluated based on the following criteria, the maximum point score for the essay is 40 points:

- Ability of scientific-logical reasoning (max. 20 points)
- Classification of economic-technical facts (max. 10 points)
- English-language expressiveness (max. 10 points)

The final result in stage 2 consists of the combined points from stage 1 (GMAT not being considered in stage 2) and the total points achieved in the evaluation of the Essay. If the combined total is 80 points or more, the application will be accepted (admission), if the total point score is 79 points or less, the application will be rejected.

Please refer here for more information regarding the essay.

#### 2. How to fill out the Curricular Analysis?

In accordance with Annexure 2 of the examination and study regulations of the Master's Program in Management at <u>campus Munich</u> and at <u>campus Heilbronn</u>, the assessment commission uses a curricular analysis to assess your eligibility and aptitude. During your application in TUMonline, you will need to follow a link to fill out the Curricular Analysis.

# 2.1. Registration

Please fill out the registration form. The link to this form will be provided at the very end of your TUM Online application.

REGISTRATION - MASTER IN MANAGEMENT			
		_	
Name			
First Name			
Date of Birth			
	dd.mm.yyyy e.g.: 24.05.1996		B
Gender	Please choose:		Please provide information regarding your undergraduate
Email Address			studies (bachelor program):
			Dravia ia atudu pragrami
You apply for	Please choose:	<b>7</b>	Previous study program: please indicate your previous
			study program in German or
□ TUM Alumnus			English as stated on your
Academic Qualification (e.g. Bachelor Management)			degree certificate
University (Name)			Please indicate the official
University (Place/City)			name of your university and its
University (Country)			place and country
Amount of required credits (total) in the study program			
Standard period of study			Please enter the required amount of credits to complete
			the studies and the standard

length of the program in years

If your university provides a student ranking (final grades), please enter your ranking position accordingly	<ul> <li>○ There is no ranking system.</li> <li>○ Within the top 1-20%</li> <li>○ Within the top 21-30%</li> <li>○ Within the top 31-50%</li> <li>○ Within 51% or less</li> </ul>	Please submit evidence of your ranking certificate (if you have one) with the rest of your documents	
Have you taken the GMAT (General Management	Please submit evidence.  Yes No	documents	
Admission Test)?	The GMAT is not mandatory for applying to TUM School of Management.  A result of at least 600 points will be taken into account.  send registration	Please upload evidence of your GMAT (optional) with the rest of your documents or upload your score report in TUMonline	

After registration, you will receive an e-mail with your login information.

# 2.2. Entering Courses

After registration, please enter all modules/courses, grades, and credits (ECTS) according to the Transcript of Records of your undergraduate studies (Bachelor Degree Program) in German or English. If you have completed additional classes that are not part of your main study program, please list them under the fifth category **Subjects from additional transcripts and/or additional degrees** and upload the transcript(s) in TUMonline.

List them according to the following subject groups as you see fit and please enter each subject only once!

1. Fundamental subjects in engineering

Examples: Mechanical engineering, electrical engineering, architecture, civil engineering and surveying

2. Fundamental subjects in natural sciences

Examples: Chemistry, physics, mathematics, computer science, nutritional sciences, sports science

3. Fundamental subjects in management and economics

Examples: Finance, marketing, accounting, microeconomics

4. All other subjects

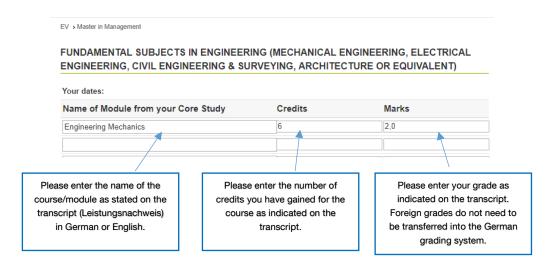
Examples: Law, communication skills, language training, thesis, internships

5. Subjects from additional transcripts and/or additional degrees

All completed additional classes that are not part of your main study program

Please assign all modules/courses that do not fit in one of the above-mentioned subject groups or that you are unsure of to the category no. 4: All other subjects. Please make sure you enter each subject only once.

All compulsory and elective modules must be listed and correctly assigned! If on your transcript of records there are, for example, 25 courses with a total of 180 credits, your curricular analysis must have the 25 courses and 180 credits.



#### 2.3. Submission

Before sending the form online, please verify if all your entries are correct and complete.

#### 2.4. FAQs about the Curricular Analysis

Can I also list modules from my master studies or previous study programs? Additional modules that are not part of your main study program but are necessary for a successful application or if you additionally studied at another university should be listed in the Curricular Analysis under the sixth category Subjects from additional transcripts and/or additional degrees

Can I also list modules that I will finish after my application? No, you are only allowed to insert completed courses that are listed in your Transcript of Records.

I did not get a grade for the course, should I list it? Yes, please list all modules of your transcript of records. If you did not get a grade please leave the field blank.

I'm not sure which category my course fits into. What should I do? Please put it into the "all other subjects", if you are not sure.

Should I convert grades into the German grading system and credits into the ECTS system? No, please enter the classes exactly as they appear on your transcript of records. If any conversions are necessary, they will be done by TUM.

Which language should the courses listed be in? Please enter the classes exactly as they appear on your transcript of records (German or English). In case you are applying with a translated copy of a transcript of records, please use the translated title (German or English).

Can I enter non-numerical grades (such as A, B ...)? No, the system cannot process non-numerical grades. In this case, please leave the grade field blank, we will use the information on your transcript for reference.

I made a mistake. What should I do? If you have made a mistake, please contact admission@wi.tum.de

Please note that this information sheet is not legally binding nor do we guarantee for its correctness and completeness! The only legally binding document is the statute ("FPSO") in its most current version, available for download <a href="here">here</a> for Campus Munich and <a href="here">here</a> for Campus Heilbronn.