



6.40.50E General Entrance and Admission Regulations for Consecutive and Mid-Career Master's Degree Programs at Clausthal University of Technology of January 17, 2017

*This English translation is for information purposes only.
The original German text is the legally binding version.*

The Faculty of Natural and Materials Science, the Faculty of Energy and Economic Sciences, and the Faculty of Mathematics/Computer Science and Mechanical Engineering adopted the following Entrance and Admission Regulations on January 17, 2017, pursuant to section 18(8) of the Lower Saxony Higher Education Act (*Niedersächsisches Hochschulgesetz*) in conjunction with section 7(1) of the Lower Saxony University Admission Act (*Niedersächsisches Hochschulzulassungsgesetz*) (Mitt.TUC 2019, p. 63):

Preamble

The present Regulations shall contain the harmonized entrance and admission rules for all consecutive and mid-career master's degree programs offered by Clausthal University of Technology. Supplementary stipulations pertaining to particular degree programs shall be governed by program-specific Entrance and Admission Provisions.

Section 1 Scope

- (1) The present Regulations shall govern entrance and admission to the consecutive and mid-career master's degree programs at Clausthal University of Technology.
- (2) Should more applicants fulfill the entrance requirements for a master's degree program than there are places available, the places shall be allocated according to the outcome of the university's own admission procedure (section 4 below). If no more applicants fulfill the entrance requirements than there are places available, no admission procedure shall be conducted and university entrance shall be guided by the provisions of section 3 below. The procedure to be followed in each case shall be laid down in the program-specific Entrance and Admission Provisions.

Section 2

Degree program start and application deadline

(1) As a rule, degree programs shall begin in the summer and winter semesters. Applications must be completed in electronic form using the Clausthal University of Technology online portal and arrive at Clausthal University of Technology by post, accompanied by the required application documents listed in Annex A to the present Regulations, by the relevant application deadline.

Applications for admission outside of the procedure for allocating study places and the set admissions numbers must arrive at Clausthal University of Technology by the deadline specified by the university in the web-supported application procedure. Applications shall only be valid for the allocation of study places connected to the relevant application deadline. The university shall not be obliged *ex officio* to verify the information given by applicants.

(2) Applications which arrive incomplete, in the wrong form, or after the deadline shall be excluded from the rest of the procedure. The documents submitted shall remain at Clausthal University of Technology and shall be destroyed following the processing deadline in accordance with data protection rules.

(3) In all other respects, the provisions generally applicable to enrollment of the Clausthal University of Technology Enrollment Regulations shall remain unaffected.

Section 3

Entrance requirements (without restrictions on admission)

(1) For entrance to a consecutive master's degree program, the applicant shall be required

(a) either to have gained a bachelor's degree or an equivalent qualification in a suitable subject from a previous program of study at a German university or at a university belonging to a signatory state to the Bologna Declaration

(b) or to have gained an equivalent qualification in a suitable subject from a previous program of study at another foreign university; equivalence shall be determined in accordance with the evaluation proposals issued by the Central Office for Foreign Education at the secretariat of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* (<https://anabin.kmk.org>).

Whether the subject of a previous program of study is suitable shall be decided by the entrance and/or admissions review committee responsible. That committee shall also establish the nature and scope of the requirements which a previous program of study in a suitable subject must meet, in the form of minimum prerequisites and other required knowledge, in the relevant program-specific Entrance and Admission Provisions. Its decision can be made conditional on supplementary stipulations in accordance with section 5 below.

The provisional admission granted on this basis shall lapse upon expiry of the timeframe specified in section 5(3) below. If complete evidence of the successfully fulfilled conditions is provided within the required timeframe or proof of the suitability of a subject is provided in good time, the provisional admission shall be replaced by final admission for the subsequent semester. The enrollment deadlines set out by the TU Clausthal Enrollment Regulations shall be respected in this process. The count of semesters spent on the program of study in question shall be continued.

- (2) For entrance to a mid-career master's degree program, the applicant shall be required
 - (a) either to have gained a bachelor's degree or an equivalent qualification at a German university or at a university belonging to a signatory state to the Bologna Declaration
 - (b) or to have gained an equivalent qualification at another foreign university; equivalence shall be determined in accordance with the evaluation proposals issued by the Central Office for Foreign Education at the secretariat of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* (<https://anabin.kmk.org>)

and to provide evidence of at least one year's professional experience relevant to the degree subject in question.

- (3) By way of derogation from paragraph (1) above, an applicant who has not yet received his or her bachelor's degree or equivalent qualification at the time of application shall be provisionally entitled to entrance if he or she has already gained
 - (a) at least 150 credit points in a degree program requiring a total of 180 (in accordance with ECTS, the European Credit Transfer and Accumulation System),
 - (b) at least 180 credit points in a degree program requiring a total of 210,
 - (c) or at least 210 credit points in a degree program requiring 240,

and can be expected to gain his or her bachelor's degree or equivalent qualification within the first semester of the master's degree program or, at the latest, by the end of the associated examinations period (i.e. by 30 April for programs beginning in winter semester and by 31 October for programs beginning in summer semester). In accordance with the second sentence of section 18(8) of the Lower Saxony Higher Education Act, Clausthal University of Technology shall set the deadline for providing evidence of the successful completion of a bachelor's degree or equivalent qualification as 30 June for programs beginning in winter semester and 31 December for programs beginning in summer semester.

The provisional admission granted on this basis shall lapse upon expiry of that deadline. If the evidence of successful completion of a bachelor's degree is provided before the deadline, the provisional admission shall be replaced by final admission for the subsequent semester. The enrollment deadlines set out by the Clausthal University of Technology Enrollment Regulations shall be respected in this process. The count of semesters spent on the program of study in question shall be continued.

- (4) Applicants to a degree program conducted in German who possess neither German university-entrance qualifications nor a bachelor's degree from a German university must provide evidence of adequate German language skills to undertake that program. What the

minimum language requirements are for a particular master's degree program shall be set out in the program-specific Entrance and Admission Provisions.

(5) Applicants to a degree program conducted in English whose native language is not English and who do not possess an English-language bachelor's degree must provide evidence of adequate English language skills. What the minimum language requirements are for a particular master's degree program shall be set out in the program-specific Entrance and Admission Provisions.

(6) For degree programs conducted in another language or more than one language, separate language requirements shall be laid down in the program-specific Entrance and Admission Provisions.

Section 4 **Admission procedure** **(with restrictions on admission)**

(1) The selection of applicants for admission to a master's degree program shall be decided as follows: Each applicant shall be awarded points for the final or average grade of his or her bachelor's degree or the evidence of his or her studies up to the time of application and of additional criteria to be taken into account under the stipulations of the relevant program-specific Entrance and Admission Provisions (such as letters of motivation, selection interviews, evidence of relevant professional experience/vocational training/internships, or time spent abroad). The students shall then be ranked according to the total scores thus calculated. The grade of the bachelor's degree or the certified average grade over the course of the bachelor's degree program must account for at least 51% of the selection decision. Where applicants are equal on points, selection shall be random.

(2) The minimum requirements and supplementary stipulations necessary for particular subjects in accordance with the third and fourth sentences of section 3(1) above shall apply, *mutatis mutandis*, in the admission procedure.

(3) The matrix to be followed when awarding points shall be set out in the relevant program-specific Entrance and Admission Provisions.

(4) The admissions review committee defined in section 6 below shall decide on admissions.

(5) In all other respects, the provisions generally applicable to enrollment of the Clausthal University of Technology Enrollment Regulations shall remain unaffected.

(6) The use of the admission procedure shall be subject to the authorization of the ministry responsible.

Section 5

Attachment of conditions, aptitude test

- (1) Under section 3(1) and section 4(2) above, the entrance and admissions review committees can attach conditions to a positive decision issued in accordance with section 7(1) below. When such conditions are imposed, the number of credit points to be gained must not exceed 30, as the previous program of study can otherwise not be assumed to be closely related in subject matter.
- (2) The attachment of conditions shall not be permissible in respect of entrance and admission requirements, such as evidence of a necessary language requirement or a minimum entrance requirement as specified in the third sentence of section 3(1) above or in section 4(2) above.
- (3) Subject-related conditions as specified in the third sentence of section 3(1) above or in section 4(2) above should be fulfilled and evidence thereof provided within two semesters.
- (4) The entrance and admissions review committee can conduct a subject-specific aptitude test if a positive decision under section 5(1) above would have to be made conditional on more than 11 credit points. The aptitude test shall serve to determine whether the previous program of study was in a suitable subject as specified in the relevant program-specific Entrance and Admission Provisions. Notwithstanding that threshold, any potential conditions should be issued in accordance with real needs and corresponding to individual abilities in order to enable students to complete their degree programs swiftly.

An aptitude test shall verify the foundations specified in the program-specific Entrance and Admission Provisions. Applicants shall be invited to the aptitude test in writing by the entrance and admissions review committee and admitted if they pass it. The scope of the conditions still to be imposed shall be guided by the results of the aptitude test.

Section 6

Entrance and admissions review committees

- (1) To conduct the procedure, the faculty responsible shall deploy an entrance review committee or an admissions review committee for each degree program and devolve all responsibilities relating to the procedure to that committee.
- (2) The committees under paragraph (1) above shall each comprise at least three voting members, who must belong to the group of university teachers or the group of staff, plus one member of the group of students, who shall have an advisory role. At least one member must belong to the group of university teachers, and that member shall chair the committee in question. The members shall be appointed by the Faculty Board. The student member shall serve for a one-year term and the other members shall serve for terms of three years; repeat appointments shall be permissible. The committee shall be considered quorate when at least two voting members, including a member of the group of university teachers, are present.

- (3) The committee's duties shall be as follows:
- (a) to decide on the entrance, admission – with conditions where applicable – or rejection of each applicant and to undertake the preparatory measures necessary to that end,
 - (b) to document the entrance decision taken; recurring or clearly defined basic entrance decisions can be delegated by power of attorney to the bodies responsible for effecting admissions. In such cases, stipulations to ensure quality assurance and harmonization shall be respected.
- (4) As and when necessary, the committees shall report to the relevant faculty after the procedure has been concluded, relaying the experience gained and, where applicable, submitting proposals for amendments to the procedure.

Section 7

Notification of applicants, waiting list procedure, conclusion of the procedures

- (1) Applicants who can be given a positive response shall receive written notification from Clausthal University of Technology (referred to as their “letter of admission”). The messages notifying an applicant of his or her success in the entrance or admission review process can be sent in writing or electronically. In the case of an admission procedure as specified in section 4 above, the letter of admission shall contain a deadline by which the applicant has to declare, in writing or electronically, whether he or she accepts the place. If that declaration is not received in good time and in the proper form, the letter of admission shall become void. This legal consequence must be pointed out in the letter of admission.
- (2) Applicants who do not meet the requirements shall receive a rejection letter. The rejection letter shall contain an explanation of the available legal remedies. In the case of a decision as specified in section 4 above, the applicant shall be informed of his or her ranking and the ranking of the last applicant admitted. It shall also contain an invitation to declare within a particular timeframe, in writing or electronically, whether the application for admission is to be upheld for inclusion in a waiting list procedure. If the applicant does not submit that declaration in good time and in the proper form, he or she shall be excluded from the waiting list procedure. This legal consequence shall be pointed out.
- (3) The waiting list procedure shall be based on the rankings established under section 4(1) above.
- (4) The admission procedures shall be concluded no later than two weeks after the start of lectures. Places still available thereafter shall be allocated at random upon informal application. The application period for this shall begin two weeks before the start of lectures and end when the procedure is concluded.

Section 8

Admission into more advanced semesters

(1) The free places in more advanced semesters with restrictions on admission shall be allocated, in the following order, to applicants

- (a) for whom, due to their personal situations, refusal of admission would represent a particular hardship,
- (b) who are or have been enrolled in the same or a similar degree program
 - at another German university or a university belonging to another European Union member state or to another contracting party to the Agreement on the European Economic Area,
 - at a foreign university and have German citizenship or have the same status as German citizens in terms of admission regulations,
- (c) who bring other reasons to bear.

(2) Within each of the groups specified in paragraph (1) above, admission shall be decided firstly according to applicants' results in their bachelor's or equivalent examinations, then, if applicants' results are equal, according to the social, especially family-related and economic grounds for applicants' choice of university, and then, if cases are still on a par, at random.

Section 9

Empowerment

The rules in the program-specific Entrance and Admission Provisions shall be kept up to date by the relevant faculties and adapted to the applicable requirements in good time. Necessary changes shall be adopted by the relevant Faculty Board six months before the start of lectures.

Section 10

Miscellaneous

The term "entrance" shall refer to the process of reviewing the university-entrance qualification necessary for the desired degree program. Under the present Regulations, checking the relevant program-specific stipulations shall be part of the entrance procedure.

If there are special requirements for a degree program (for example, in the form of restrictions on admission or an admission procedure), the term shall be (review of) "admission".

The legal status of universities of applied sciences shall be tied to the relevant legislation on universities. As a rule, vocational academies or universities of cooperative education shall thus also be considered universities of applied sciences.

Section 11

Entry in force

The present General Entrance and Admission Regulations shall enter into force on the day after their publication in the official journal of Clausthal University of Technology, the *Amtliches Verkündungsblatt*.

Upon the entry in force of the present Regulations, all previously applicable regulations governing entrance or admission to master's degree programs at Clausthal University of Technology shall cease to apply.

ANNEX A – General provisions

Application deadlines (section 2(1), first sentence, of the General Master's Entrance and Admission Regulations)

Application deadline for...	To start in winter semester:	To start in summer semester:
...those seeking to begin a master's program without restrictions on admission		
with previous education from Germany	October 1 of the same year	April 1 of the same year
with previous education from elsewhere	July 15 of the same year	January 15 of the same year
...those seeking to begin a master's program with restrictions on admission		
with previous education from Germany	July 15 of the same year	January 15 of the same year
with previous education from elsewhere	July 15 of the same year	January 15 of the same year
...those seeking to transfer from another university (without restrictions on admission); application deadline for all degree programs (with previous education from Germany or elsewhere)	October 15 of the same year	April 15 of the same year
...those seeking to audit classes as guests	year round	year round

Responsibilities of the faculties (section 9 of the General Master's Entrance and Admission Regulations)

1 – The Faculty of Natural and Materials Sciences shall decide on the program-specific regulations for the following degree programs:

- Chemistry
- Energy and Materials Physics
- Materials Science and Engineering

2 – The Faculty of Energy and Economic Sciences shall decide on the program-specific regulations for the following degree programs:

- Technical Management
- Geothermal Engineering
- Mining Engineering
- Petroleum Engineering
- Geoenvironmental Engineering
- Economic Geology
- Environmental Process Engineering and Recycling
- Power Systems Engineering
- Business and Engineering

3 – The Faculty of Mathematics/Computer Science and Mechanical Engineering shall decide on the program-specific regulations for the following degree programs:

- Computer Science
- Business Information Systems
- Mechanical Engineering
- Process Engineering / Chemical Engineering
- Systems Engineering (mid-career degree program)

Last updated on June 2016

Application documents (section 2(1), second sentence, of the General Master's Entrance and Admission Regulations)

Applications submitted under the second sentence of section 2(1) of the General Master's Entrance and Admission Regulations must be accompanied by certified copies of certificates and other evidence:

For a master's degree program:

- (a) the final certificate from the applicant's previous program of study, or a certificate attesting to his or her work to date, i.e. the credit points gained so far,
- (b) evidence relating to the minimum language requirements specified in section 3(4) to (6) of the General Master's Entrance and Admission Regulations,
- (c) if applicable, evidence of professional activities and internships under section 3(2) or section 4(1) of the General Master's Entrance and Admission Regulations, and
- (d) additional evidence that is required for the review of the entrance requirements or for the selection process.

If the original documents are not written in German or English, certified translations into German or English must be provided.

Power of attorney (section 6(3)b of the General Master's Entrance and Admission Regulations)

Entrance and admission to the master's degree program in **MODEL**;
 Review of entrance requirements for SS / WS _____

1. Memorandum:

At its meeting on [month] [day], [year], the entrance review committee for the above master's degree program delegated the following power of attorney for handling admissions to the Student Office / TU Clausthal International Center:

(a) Review of entrance requirements

Application number:	Family name:	Given name: <input type="checkbox"/> male / <input type="checkbox"/> female

(b) General entrance requirements

A Language requirements in General Master's Entrance and Admission Regulations fulfilled yes
 no – reject application

Native speaker or
 Successful completion of a B.Sc. program taught in German or
 DSH level **2** or TestDaF level **4**

B Equivalent qualification in a suitable subject from a previous program of study yes
 no – reject application

Nature: Covered by the power of attorney?
 Bachelor's / ... yes / no

Degree program yes / no

Institution (including vocational academies and universities of applied sciences!) yes / no

(c) Special entrance requirements under program-specific provisions
 Program of study already concluded

Entrance requirements	Evidence	Requirements fulfilled?	
		<input type="checkbox"/> yes	<input type="checkbox"/> no
		<input type="checkbox"/> yes	<input type="checkbox"/> no

Program of study not yet concluded

Entrance requirements	Evidence	Requirements fulfilled?	
Required credit			
83% of the required credit gained (i.e. at least 150 credit points)	Current ECTS points: If fewer than the minimum number of credit points, reject application, with an invitation to apply again once minimum has been reached	<input type="checkbox"/> yes	<input type="checkbox"/> no
		<input type="checkbox"/> yes	<input type="checkbox"/> no
		<input type="checkbox"/> yes	<input type="checkbox"/> no

If the answers above are positive, only provisional admission can be granted. Evidence that the degree program has been successfully completed must be provided by [month] [day], [year] (cf. section 3(3) of the General Master's Entrance and Admission Regulations).

The entrance requirements are fulfilled within the scope of the power of attorney; the applicant can be admitted without involving the entrance review committee.

The application should be submitted to the entrance review committee to decide on, as the entrance requirements are not fulfilled within the scope of the power of attorney.

The entrance requirements are conclusively not fulfilled; the application should be rejected.

(signature)

2. Opinion of the relevant entrance review committee

Unconditional admission

Admission with conditions and/or recommendations attached

Extract from the General Master's Entrance and Admission Regulations (section 5(1)):

"Under section 3(1) and section 4(2) above, the entrance and admissions review committees can attach conditions to a positive decision issued in accordance with section 7(1) below. When such conditions are imposed, the number of credit points to be gained must not exceed 30, as the previous program of study could otherwise not be assumed to be closely related in subject matter."

Note pertaining to examination regulations:

Examinations required to fulfill conditions need not necessarily relate to whole modules. Where appropriate, missing module components can also be required – within the confines of the examinations offered under the Implementing Provisions for the bachelor's degree program in question.

Note on recommendations:

Admission to a master's degree program means that the applicant's prior specialist knowledge of the areas relevant to that program is (or will be, following fulfillment of the conditions) essentially equivalent to that of a student starting it as directly consecutive to his or her bachelor's degree. It remains the student's responsibility to acquire any special prior knowledge that may be required for the individual courses. If the admissions committee issues a recommendation to that effect, participation in an examination is not required.

The following condition(s) and or recommendation(s) should be attached to admission:

Course title as named in the Implementing Provisions	Condition	Recommendation	Value in credit points
Module X: (Name)			3
Module X: (Name)			4
Module X: (Name)			6
Module X: (Name)			6
Lecture: (Name)	–		(3)
Lecture: (Name)	–		(3)
		Total:	

Additional conditions and/or recommendations can be found in the Annex.

Rejection on the following grounds:

Selection	Reason
	Previous bachelor's degree program not suitable
	Fewer than 70 credit points gained in previous program of study
	...
	Other: <input type="checkbox"/> Email pre-formulated text to studentensekretariat@tu-clausthal.de

Additional remarks or processing notes:

Date and signature of the representative of the entrance review committee

Annex to the opinion of the relevant entrance review committee for the master's degree program in

MODEL

Application number:	Family name:	Given name:	<input type="checkbox"/> male / <input type="checkbox"/> female
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The above-named applicant is to be admitted subject to the following conditions:

Condition	Module	Title	ECTS
	Module 1		7
	Module 2		7
	Module 3		6
	Module 4		6
	Module 5		6
	Module 6		6
	Module 7		3
	Module 8		9
	Module 9		6
	Module 10		6
	Module 11		6
	Module 12		6
	Module 13		7
	Module 14		6
	Module 15		6
	Module 16		9
	Module 17		9
	Module 21		6
	Module 22		6
Total ECTS points:			

Date and signature of the representative of the entrance review committee

If no power of attorney is in place, the entrance review committees are provided with the following information:

Additional information for application to the master's degree program in **MODEL**

Applicant's details:

- Application number (if available)
- Family name, given name, date of birth

Information on previous program of study at a university

- Country
- Name of the university/universities
- Program(s) of study
- Type of degree (bachelor's or another qualification, e.g. a diploma)
- Program of study already completed – qualification date / evidence
- Program of study not yet completed – number of ECST points / evidence

Rest of form same as power of attorney from part 2 onwards

ANNEX B – Model program-specific Entrance and Admission Provisions

Program-specific Entrance and Admission Provisions for the Master's Degree Program in **MODEL** in accordance with section 9 of the General Entrance and Admission Regulations for Consecutive and Mid-Career Master's Degree Programs at Clausthal University of Technology

Establishment of the procedure (section 1(2), third sentence, of the General Master's Entrance and Admission Regulations)

For the master's degree program specified above, an entrance procedure shall be conducted in accordance with section 3(1) of the General Master's Entrance and Admission Regulations.

Alternative wording:

For the master's degree program specified above, an admission procedure shall be conducted in accordance with section 4(1) of the General Master's Entrance and Admission Regulations.

Establishment of the program start date (section 2(1) of the General Master's Entrance and Admission Regulations)

Students can begin the degree program in the summer semester or the winter semester.

Alternative wording:

Students can begin the degree program in the winter semester.

Establishment of the minimum language requirements – master's (section 3(4), second sentence, and sections 5 and 6 of the General Master's Entrance and Admission Regulations)

For the master's degree program specified above, the following enrollment prerequisites shall apply:

Evidence of **DSH level 3** = TestDaF level 5 (circa C1/C2 level) or **DSH level 2** = TestDaF level 4 (circa B2/C1 level)

Alternative wording:

For the bachelor's degree program specified above, evidence must be provided of an IELTS score of 6.5 or a TOEFL iBT score of 79 points.

Establishment of minimum prior knowledge of the subject – master's (section 3(1), third sentence, of the General Master's Entrance and Admission Regulations)

For the master's degree program specified above, the following minimum requirements shall apply:

(Model using Business Administration as an example)

For a previous program of study to qualify as suitable in subject matter, evidence must be provided of at least the following work:

(a) work in Business Administration amounting to at least 60 credit points, including achievements in A, B, C and D amounting, in total, to at least 30 credit points, which must in turn include

(aa) at least 18 credit points from the fields of D, E, F and G and

(ab) at least 18 credit points from modules with an intermediate or high academic standard;

(b) work in Mathematics or Statistics or Econometrics equating, in total, to at least 12 credit points.

Whether a previous program of study is suitable in subject matter shall be determined on the basis of the documents to be submitted alongside the application and thus on the basis of appropriate criteria, particularly the module descriptions indicating the subject matter covered in teaching and assessment, as well as the literature used, the module prerequisites, the examination and program regulations, and the schedule for the degree program in which the credit points were gained.

Alternative wording:

Alongside the compulsory minimum requirements, evidence must be provided of the following foundational knowledge required for success:

- at least ?? credit points from the field of XY,
- an industrial placement of at least ? weeks in the field of XY,
- knowledge of XY, which can be demonstrated in a possible subject-specific aptitude test.
- As a minimum requirement, 150 credit points within the previous program of study must be unconditionally identified as suitable in subject matter. This shall mean providing evidence of foundational knowledge in the field of XY amounting to ?? credit points.

Attachment of conditions (section 5(1) of the General Master's Entrance and Admission Regulations)

The subject-specific conditions must not exceed a maximum of 30 credit points in accordance with the second sentence of section 5(1) of the General Master's Entrance and Admission Regulations.

>>Preferably, an overview of possible combinations of conditions should be provided.<<

Only examinations that are offered can be set as conditions. Courses without the possibility of separate examination (i.e. which are only covered in module examinations) shall not be permissible.

Admission procedure for master's degree programs (section 4(1), first and second sentences, of the General Master's Entrance and Admission Regulations)

Points shall be awarded in accordance with the following matrix:

Final/ average grade	Professional experience/vocational training/internships/time spent abroad
1.0 = 90 points 2.0 = 60 points 3.0 = 30 points 4.0 = 0 points	Examples: Relevant professional experience or completed vocational training = 5 points Time spent abroad = 5 points Where relevant, additional potential for improvement

The points to be awarded for the final/average grade shall be calculated using the following formula:

Max. possible points $(90) * (4 - \text{grade}) / 3$