

APPLICATION FORM FOR ADMISSION TO STUDIES FOR FOREIGN APPLICANTS

for the

☐ Winter Semester / ☐ Summer Semester at (name of the Higher Education Institution)**1. INFORMATION ON THE DESIRED DEGREE COURSE****1.1 1st choice degree course**

	Study semester*
Major subject	
2nd Major or	
1st minor subject	
2nd minor subject	

* Which study semester are you applying for? (Enter only if you have a transfer of credit notice)

Target degree in Germany for the 1st choice degree course

☐ Diplom ☐ Magister ☐ Staatsexamen ☐ Doctorate ☐ Bachelor's ☐ Master's

☐ No formal degree ☐ Other degree/qualification

☐ Teaching degree (Lehramt) for

1.2 2nd choice degree course

Which degree course do you wish to apply for if you cannot be admitted to the 1st choice degree course?

	Study semester*
Major subject	
2nd Major or	
1st minor subject	
2nd minor subject	

* Which study semester are you applying for? (Enter only if you have a transfer of credit notice)

Target degree in Germany for the 2nd choice degree course

☐ Diplom ☐ Magister ☐ Staatsexamen ☐ Doctorate ☐ Bachelor's ☐ Master's

☐ No formal degree ☐ Other degree/qualification

☐ Teaching degree (Lehramt) for

2. PERSONAL DETAILS (enter exactly as contained in your passport)

Surname/Family name

First/Given name(s)

Sex / Date of birth ☐ Male ☐ Female (dd, mm, 19yy)

Place of birth

Nationality/Nationalities

3. CORRESPONDENCE ADDRESS

c/o

House number/Street/Road etc.

Postcode/Zip code

Town/City/Postal district

Telefon/Fax - E-Mail

4. HOME ADDRESS (if different from 3.)

c/o

House number/Street/Road etc.

Town/City/Postal district

Town/City/Postal district

Telefon/Fax - E-Mail

Not to be completed by the applicant.

Eingang
Registrier-Nr.

Matrikel-Nr.

Datum der HZB:

Note:

☐ Direkte HZB

☐ DSH erforderlich

☐ DSH nicht erforderlich

☐ Feststellungsprüfung
erforderlich

☐ Besuch des Studienkollegs

in den Kurs _____

☐ externe Feststellungsprüfung

☐ Ergänzungsprüfung

☐ Zulassungsbesonderheiten
nach Studienplatzvergabeordnung
Art. 12

☐ Fachbindung☐ Ablehnung

Weitere Bearbeitungsvermerke:

5. YOUR EDUCATIONAL BACKGROUND

All details must be proven by enclosing officially certified/attested certificates/supporting documents and officially certified/attested German or English translations. It is essential that you include these with your application. Important Note. Some higher education institutions (HEIs) do accept certificates/supporting documents in other languages (please observe the detailed information provided by the HEI in question).

(Please write in block capitals)

CURRICULUM VITAE

[illegible]

6. LANGUAGE PROFICIENCY

6.1 German language skills

Have you ever learnt German? ☐ Yes ☐ No

Where Which Level How many hours?

Full institution name

Full name of the certificate awarded

Place and date awarded

Please enclose copies of certificates/supporting documents!

Have you ever taken the TestDaF test? ☐ Yes ☐ No - If yes, please enter levels:

Are you currently attending a German course? ☐ Yes ☐ No

If yes, please enter the full institution name.

Please enclose copies of certificates/supporting documents.

6.2 Which other language skills do you possess for degree courses which are not instructed in German?

☐ English ☐ others

Which certificates do you
hold in this language?

Grade:

7. OTHER QUESTIONS

(in accordance with Art. 12, Section 4 of the State Agreement on the Award of Study Places and corresponding ordinances issued by the federal states)

7.1 Student support:

Have you been awarded a scholarship/grant: ☐ Yes ☐ No (Please enclose supporting documents)

Other sources of funding (voluntary answer)

7.2 Have you been granted asylum in the Federal Republic of Germany?

☐ Yes ☐ No - If yes, please enclose supporting documents.

7.3 Can the degree course you are applying for be studied in your home country?

☐ Yes ☐ No

7.4 Are you a member of a German-speaking minority abroad?

☐ Yes ☐ No Which one?

(Please enclose supporting
documents)

7.5 Are you taking part in an exchange programme with our higher education institution?

☐ Yes ☐ No

Which programme?

Home university

8. OTHER APPLICATIONS

Have you ever applied to our higher education institution?

☐ Yes for the winter semester / for the summer semester ☐ No

Degree course

Please name all other German HEIs to which you have also applied/will apply for the coming semester.

9. SPECIAL REASONS FOR YOUR CHOICE OF STUDY LOCATION

If you have any special reasons for wishing to take up your studies at a particular higher education institution, please specify that HEI and your reasons (if necessary, use an extra sheet).

10. APPLICATION FOR ADMISSION TO THE FESTSTELLUNGSPRÜFUNG (assessment test)

10.1 Do you wish to apply for admission in the coming semester to a Studienkolleg (preparatory/foundation course) for foreign students to prepare for the Feststellungsprüfung?

☐ Yes ☐ No

Have you already sat an entrance exam for a Studienkolleg?

☐ Yes ☐ No

How often? When? Where?

10.2 Do you wish to be admitted to the external Feststellungsprüfung on the next available date (without attending a Studienkolleg)? Please read the information leaflet!

☐ Yes ☐ No

11. APPLICATION FOR ADMISSION TO A LANGUAGE COURSE

Do you wish to apply for admission in the following semester to a language course in the language of instruction of the degree course for which you are applying with this form?

☐ Yes ☐ No (It is essential that you read the detailed information provided by the HEI in question: see Information Leaflet)

I confirm that to the best of my knowledge and belief all the information I have given on this form is true, complete and accurate. I have enclosed the required documents (certificates, supporting documents, etc.). I am aware that intentionally or negligently giving false information constitutes an administrative offence and may lead to exclusion from the admissions procedure or – if discovered at a later date – to the cancellation of my admission or enrolment. I confirm that I have read the admissions information.

Place Date Signature

All entries completed?
Please print out form and sign it.
Please enclose all documents.

Please note: Please use a separate sheet if you wish to provide any further reasons for your application.

The above information will be stored and processed by the higher education institutions.
They are fully subject to the data protection regulations currently in force.

For processing remarks by the Higher Education Institution.