

#### 1st Step: Registration:

If you already registered and applied via unisono continue with "**2nd Step: Enrollment**". Otherwise Start your registration at <u>unisono</u>. Select card "**Application for admission**" and click "**Register now!**"-button.

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Home Admission	Student's Corner	Lectures	Less login data? Organisation Wiki
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Application & Enrollment			
Dear Prospective Student,			
receive further information by e-mail of Currently, the application phase for stu programs can be found on the page of <u>Studierendenberatung</u> ZSB of the Unit Deadlines for the summer semester 20 Application deadlines for international	on how to activate your user account. Plea udy programs with application procedures the department <u>STARTING</u> , who are resp versity of Siegen: 023	ase then follow the instructions in this e s for the <b>summer semester 2023</b> is runn sonsible for international Applicants, an	ning. Details on deadlines for individual
Likewise, the application for several in	ternational Master's programs for winter	semester 2023 has already started.	
Register now! Here you can sign up and cho your data carefully.	oose your password, please record >		
Information on the documents that yo	u are required to submit for enrollment is	s available at this <u>link.</u>	

Next leave BID and BAN empty and start with typing in your personal data as seen below. After clicking the "register"-button, an "Willkommens-email" will be sent to you. Use the activation link or activation code given in this Willkommens-email to complete first step of registration.



# STARTING Student Admission, Registration and Training in German Language

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### 2 Step: Enrollment

Login to unisono and use "Online Enrollment"-button to continue.



STARTING

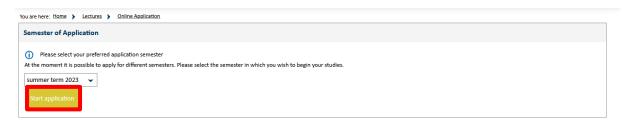
Student Admission, Registration and Training in German Language

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Dear prospective students,		Dear prospective students,
The Enrollment period for the summer semester 2023 has begun. Applicants who wish to enroll in open-admission programs can do so now. Please follow this link:		Applications for programs with application procedures for the summer semester 2023 and for individual programs already for the winter semester 2023/24 are currently possible via unisono. Details on the <u>deadlines</u> can be found on the pages of the <u>Zentrale Studienberatung</u> of the University of Siegen. International applicants in particular will find information regarding applications on the pages of <u>STARTING</u> .
Online-Enrollment Here you can enroll for a study place online or further process your enrollment application.		Summer term 2023 The application portal is open for the following master's degree programs with application procedures for the summer semester 2023:
Applicants to a degree program with an application procedure will find a button to start online enrollment on the overview page of applications in case of a granted admission.		Faculty I M.A. Applied Linguistics: Language and Communication in Professional Life M.A. International Cultural-Historical Studies M.A. Language and Linguistics: German, English and Romance Languages M.A. Media Culture M.A. Media and Society (Interdisciplinary) M.A. Roads to Democracies (Language: English) M.A. Social Sciences
Start Application You can apply for several courses at this university.	>	M.A. History (minor only) M.A. Philosophy (minor only)
		Faculty III M.Sc. Accounting, Auditing and Taxation M.Sc. Business Analytics M.Sc. Entrepreneurship and SME
Information on application/enrollment	×	M.Sc. Information Systems M.Sc. Management and Markets
Information regarding the application, enrollment, and documents necessary for enrollment can be found at the following link:		Faculty IV M.Sc. Computer Science (Major field of study Embedded Systems or Visual Computing) (Language: English or German) M.Sc. International Production Engineering and Management (IPEM) M.Sc. Physics (Language: English or German)

Enabling of Email-notifications is recommend, to receive updates about your enrollment status. Then "save selection".

Online-Bewerbung - unisono - IX +			$\sim$	_ 0	x
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Click "Start application" and "Add an application" to continue your registration.





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Home	<u>Lectures</u>	Organisation	
You are here: Home > Lectures	Online Application		
Semester of Application:	summer term 2023 - No requests 🗸 🚺		
<ol> <li>There are no documents</li> </ol>	in your inbox yet. 🚺		
Applications in preparation	on		(i) Help
To apply/enroll for one o	r further study program(s) please add a request.		
Note: If you have already accept	ted an offer of admission, you can neither submit a	further application, nor another request for enrollment.	
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For students of the German Course please select degree = "German Course (DSH preparation)". Otherwise select the **Bachelor's** or Master's program you have been admitted for.

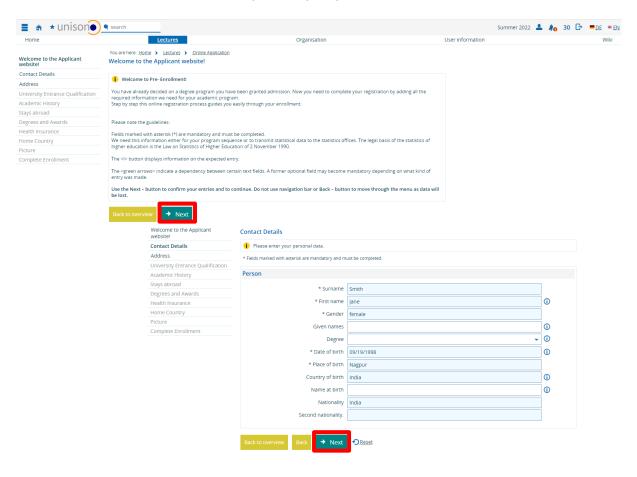
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Privacy statement					6
procedure was carried out.	s requests, responsible officials are also able to look in	pplication later. Applications will be deleted immediately afte ito incomplete and not yet submitted applications. Access to		Ambazari Rd 255.440005 Nagpur     christian_gerthus@xt.uni-siegen_de     -91.712.123456.00912.87654	
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After completing this selection of combo-boxes, click "**next**" and check the confirmation of correct data, before pushing the button "**submit application**".

Home Lectures		Organisation	
You are here: Home > Lectures > Online Application			
Semester of Application: summer term 2023			
Your application request - Application #1		**	To overview
Check your data before submitting. Don't be confused by the numbers behind the program of study. This is the version number of the program	n regulations. ()		
Vou can submit your application until Mar 24, 2023.			
Application #1		Application status: I	1 preparation
M.Sc. Human-Computer Interaction, 2019-1, First semester	No admission restriction	Status of subject request: In preparation	
Confirm statements and submit application request			
I hereby confirm that the data entered is correct.			
→ Submit application			
You can submit your application until Mar 24, 2023.			

To continue enrollment confirm or complement your personal data and address.







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Next step is to add your educational background. Start with your University Entrance Qualification (e.g. highschool diploma). If you select "general qualification for university abroad" no results have to be typed in, but the exact date of the exam or the diplomas date of issue.

University Entrance Qualification	(UEQ) was registered during the application process. If you have an earlier UEQ, pleas	e indicate here
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Entrance qualification		
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Regarding your **Academic History**, please note: Leave "Information about previous studies in Germany" empty, if you never studied in Germany before. It is the same with "Previous stay abroad", if you never left your home university as an exchange student abroad.

If you have already started your studies or graduated at any other University than University of Siegen, and you are not an exchange student (e.g. Erasmus-program), please put data in **"Studies prior to the Semester of Application**" and **"Previous earned degrees and awards"**. As **"Intended degree"**, please select **"Abschlussprüfung im Ausland**". As "form of studies", please select **"First enrollment"**.



STARTING Student Admission, Registration and Training in German Language

Welcome to the Applicant	You are here: Home + Lessures + Online.Application Academic History						
website! Contact Details	1 You have already graduated from a German institution of higher education. Please enter the corresponding data.						
Address	* Fields marked with asterisk are mandatory and must be completed.						
University Entrance Qualification							
Academic History	Information about Previous Studies in Germany						
Stays abroad	1 If you already studied in Germany prior to your application here, please enter name of university and date the study program started there.						
Degrees and Awards Health Insurance	Additionally, we require further information about the various semesters. This information is obligatory.						
Home Country	Country						
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	Please fill in the following details if you have previously studied at a German university.						
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	Semester on leave/leave of absence						
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	1 If you are leaving your university (in Germany or abroad) to study at the University of Siegen, please fill in the following fields.						
	If you have interrupted your studies at a university other than the University of Siegen, you do not need to provide information and may continue.						
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	* Semester summer term Year 2022						
	* 1. Subject Electrical Engineering						
	Semester Count 6						
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	1) If you studied at a further university at the same time in your previous semester, then please enter the data of this university.						
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	Back to overview Back   Back Next   Back						
	You are here: Home > Lectures > Online.Application       Welcome to the Applicant       Stays abroad						
	Contact Details () If you already studied at a university outside of Germany beside your country of origine and these studies refer to your current studies, you must fill in the following forms otherwise continue.						
	Address						
	University Entrance Qualification * Reids marked with asterisk are mandatory and must be completed.						
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STARTING Student Admission, Registration and Training in German Language

In case you already graduated (mandatory in Master's Programs and Doctoral Studies (PhD)) put in date in **"Previously earned Degrees and Awards"**. In case you graduated abroad, please select the German expression **"Abschlussprüf. im Ausland"** as Degree, which means that you earned your degree abroad. In case you graduated at a German University, please select the precise German degree. Please put the date of graduation (date of the final exam or issue of diploma document) and the status (passed or irrevocably failed). Put in the grade of your degree only, if it is earned at a German University (German grade scale).

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Home	Lectures		Organisation	User information			Wiki
velcome to the Applicant vebsite!	You are here: <u>Home</u> > <u>Lectures</u> > <u>Online.App</u> Degrees and Awards	dication					
ontact Details	If you have previously studied and achieve	d a degree/several degrees, please	fill in the following forms, otherwise continue. If you have pro	ovided			
dress	information about your studies in your pro degree in another study program, this degree r	evious semester, they will appear au	tomatically for an easier registration. However, if you have a				
iversity Entrance Qualification							
idemic History	* Fields marked with asterisk are mandatory and n	nust be completed.					
ys abroad	Intended Final Examination						
rees and Awards							
lth Insurance	<ol> <li>Information:</li> </ol>						
ne Country	The data entered were recorded from the up						
ure	Applicable to exchange students only (non- If you wish to earn the degree for the study	program you are applying for at and	y of slegen): other location, please change the entries. The entry of a distri	ct is			
nplete Enrollment	only necessary if you have selected "German	ıy"					
nprete Enronment	* Country						
	* Country	Germany	<b>*</b>				
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	Previously Earned Degrees and Awar	ds					
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	Have you already studied before and grad	trated, then fill in the following fil	eids, otherwise continue.				
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	you passed final examination of another s	tudy program, please create this	new degree.				
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	If you graduated from a further univers	ity, then please enter the data of th	is course of studies.				
	Add Degree at Another University						
	Back to overview Back -> Next	⑦Reset					

Complete this process by clicking "next" button.

#### Health insurance

Students in Germany have to have health insurance. In most cases, you have to contract with a German statutory health insurance. You can do it already online from abroad. Please note that the enrollment process cannot be completed before your health insurance in Germany forwarded your data and status to us!





Students of our **German language course (DSH-Preparation)** will not be asked for insurance at this point. They have to upload their confirmation of covering for health expanses for the whole duration of our language course at the end of online pre-enrollment.

All other students select "liable to health insurance". If you did not get your health insurance number when enrolling, please select "No, I don't have an insurance number" and select any insurance from the list. Your public health insurance will forward the required data to us electronically.

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Home	Lectures	Organisation	Service	Wiki
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Contact Details     Address	Siegen. In case that you will assign with a German private one of the states who have a Social Agreement Act with Germa	d documents), make sure to inform one of the German statutory health one providers about your intention to study at University of provider or already that was signed for health are in another member state of the U(and four have are listed for (c.e.d., or if you originate from yr (c.G. Turkey, States of Former Typachiva, Suttarfand), please apply for an exempt status from the statutory health care obligation. Instrollo and students participation in the originary for the status to the status of the status of health care obligation.		
<ul> <li>University Entrance Qualification</li> </ul>	intention to study here.			
<ul> <li>Academic History</li> </ul>	Fields marked with asterisk are mandatory and must be completed.		1	
<ul> <li>Stays abroad</li> </ul>	Details of Health Insurance			
Degrees and Awards	* Status of insurance	S liable to health insurance		
Health insurance     Home Country		O exempted		
Picture     Complete Enrollment	* Insurance number available?	O Yes, I already have an insurance number		
Documents		So, I do not have an insurance number		
Documents	* Health insurance company	67450665 AOK Baden-Württemberg 🗸 🗸		
	Other Health insurance company	0		
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#### Then confirming "home country".

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Home	Lectures	Organisation	User information				Wiki
Welcome to the Applicant website!	You are here: <u>Home</u> > <u>Lectures</u> > <u>Online Application</u> Home Country	1					
Contact Details		pleted because your contact address is marked as your home address. Please enter the district in ddress). If your primary residence is outside Germany, please add the state in the field "Country					
Address		orress). If your primary residence is outside Germany, please and the state in the field. Country of Higher Education Statistics) demands this information.					
University Entrance Qualification	* Fields marked with asterisk are mandatory and must be	completed					
Academic History	,						
Stays abroad	Details for Home District						
Degrees and Awards	* Country of Home Destrict	• •					
Health Insurance	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,						
Home Country							
Picture	Back to overview Back -> Next 🕤	Reset					
Complete Enrollment							

#### **Photo-Upload**

Please upload a photo for your USiCard. The maximum size is 1 MB. Please shape it as displayed below. **Note**: We cannot send your USiCard abroad, so please update your address once you arrived in Germany to get your student card.

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Home	<u>Lectures</u>	Organisation	User information		Wiki
Velcome to the Applicant vebsite!	You are here: Home > Lectures > .Qnline.Application Picture				
Contact Details	<ol> <li>Upload your passport photo for the listed cotexts.</li> </ol>				
Address	Click the Upload-button to select the photo you want to upload f Please note that this passport photo will remain unchanged. Submit a	rom your local computer drive, then start the upload. a good-quality photo.			
University Entrance Qualification	You can adjust the photo after it has been uploaded.				
Academic History	* Fields marked with asterisk are mandatory and must be completed.	and the second			
tays abroad	Upload picture 🔺	Upload picture			
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licture	The following formats are possible: image/jpeg, image/png				
Complete Enrollment	● ± Moload Ricture       Back to overview       Back       ◆ Next       ○ Reset				
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Continue by clicking "Finish and document upload".

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Home	Lectures	Organisation	Service	Wiki
<ul> <li>Welcome to the applicant website!</li> </ul>	You are here: Home > Lessure: > Online Application Complete Enrollment			
Contact Details	O You have submitted your data. To complete enrollment, please follow these states are submitted your data.	teps:		
Address	Step 1: Click "complete enrollment and go back to overview"			
<ul> <li>University Entrance Qualification</li> </ul>	Step 2: Print the registration form			
Academic History	Step 3: Sign the registration form Step 4: Upload all your documents to unisono and finish the registration process (fu	rther information below)		
Stays abroad		tional Registrar's Office has received all required documents in unisono and confirmation of health insuran		
Degrees and Awards	use the upload function shown after ticking "complete enrollment" (button below).	Keep in mind that a German statutory health insurance have to send an electronic confirmation (M1D) to U		
Health insurance	Siegen as well. Students of language course (DSH-Preparation) instead upload their	private health-insurance to unisono.		
Home Country	Complete enrollment and go back to overview			
Picture				
Complete Enrollment	<ul> <li>Finish and document upload</li> </ul>			
Documents	To overview Back			

Afterwards click "pre-enrollment" to continue with the process.

There are no documents in your inbox yet.			Applicant no.: 218542
Submitted applications		glatt ()	Smith, Jane
Application #1		Open admission	Ambazari Rd. 255. 440005. Nagpur shristian.gerbus@uni-siegen.de
Master Mechatronics (2012), First semester	No.Admission.Restriction	Status of subject request: Open.admission	
→ pre-enrollment			E-mail notifications enabled
<ol> <li>You can submit your enrollment by Sep 23, 2022.</li> </ol>			
			Print data control sheet IPDFI

Before uploading documents, please "**print the registration from**" from **Overview**, sign it and scan it as PDF.



	Letter of Admission	Choose the (click here  Aues_Smith_Transcript of records.cdf  Choose the (click here  Choose the (cli	or drop in here)	
(	To overview Back			
Home		<u>Lectures</u>		Organisation
You are here: <u>Home</u> > <u>Lecture</u> Semester of Application:	summer term 2023 - 2 requests	Ð		
Requests for enrollment				<u>() Hel</u>
Documents missing! For information about th	e documents required for enrollment,	olease click <u>here</u> .		
Application #2				Application status: submitted request for enrolment
Finals in Foreign Country	English Philology, First semester		No admission restriction	Status of subject request: submitted request for enrolment
print the registration	form 🔍 Show details 🛛 🗲 Withdray	request for enrollment		
→ Edit enrollment data	🗃 print all registration forms 🛛 prin	t data control sheet for enrollment		
Click on the link below to ac	cess the documents you need to submit	online for enrollment.		

Now upload every required document. Therefore, please "chose file (click here or drop in here)" one after another. Then "save changes temporarily" after uploading single documents. You will find the required Declarance of Finance here (<u>http://www3.uni-</u>

siegen.de/incoming/degree/application/registration/dokumente/finanzierungserklaerung.pdf).

Please print it out, sign it and scan is as PDF. Documents not required in your case, can be left empty.

Finally click "Submit enrollment documents" after complete upload and confirm with "Yes".



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## STARTING Student Admission, Registration and Training in German Language

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	You are here: Home > Lectures > Online Application	Organisation	Service
come to the applicant	Complete Enrollment		
ntact Details	O You have submitted your data. To complete enrollment,	lease follow these steps:	
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ys abroad	Step 4: Upload all your documents to unisono and finish the re	jistration process (further information below).	
grees and Awards	Please note that your request for enrollment will not be proce use the upload function shown after ticking "complete enrollm	sed until the International Registrar's Office has received all required documents in unisono and confirmation of health insurance: Please ent" (button below). Keep in mind that a German statutory health insurance have to send an electronic confirmation (M10) to University	
alth insurance	Siegen as well. Students of language course (DSH-Preparation)	nstead upload their private health-insurance to unisono.	
ne Country	Complete enrollment and go back to overview		
ture			
olete Enrollment	Upload documents		
uments	Please upload the documents listed below. For inform	ation about the documents required for enrollment, please click <u>here</u> .	
		ater. Upload all documents that you already have. Then select "Save changes temporarily". On the overview page of your application,	
	you can submit documents for enrolment later. The next tir	e you log on to the university portal, you will find a button "Submit enrollment documents" at the application overview page.	
	Only when you select "Submit enrollement documents" yo document is checked. After the check, you will also receive	r documents will be sent. You can add notes to a document as a comment. Your comment will be taken into account when the comments from us as a status comment if applicable.	
	You can find the registration form for enrollment as a down	oad link "print the registration form" on the overview page of applications, directly at your started application/enrollment.	
	The fields marked with * are obligatory.		
	Registration form, printed out and signed	👸 Choose file (click here or drop in here)	
		X Registration form_signed_jane_smith.pdf	
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			I hereby confirm that I wish to transmit the uploaded documents and that I have of the German statutory health care providers about my intention to study at Univer-
	Clearance certificate only If previously enrolled in	🐇 Choose file (click here or drop in here)	In case that I will assign with a German private provider, I confirm that I have informe German statutory health care providers of my wish to be exempt from the legal oblig
	Germany in the same study program	C Add comment	with one of the German statutory providers. The number of the university registered health insurance company is H0000671. Doctoral students, participants of the Germa
		···	preparation) and students participating in the program "Brücken ins Studium" do not inform the health care providers about their intention to study here.
	Explanation of the document status		You will be informed by email, if inappropriate or missing documents have to be uplo
		Save changes temporarily Submit enrollment documents	Yes No
		B save enanges temporarily Submit enformment documents	

It could take some time, before the health insurance forward the required data and status to us. Then you will receive an email some days later containing your student ID (Matrikelnummer) and a request for payment. To get access to unisono afterwards, please use your student ID (written in the email). Your password remains the same. Use unisono to activate the IT services of University of Siegen like your student e-mail account, which will be used for further official communication between University and you. For further information please visit https://www.zimt.unisiegen.de/beratung und lehre/benutzerservice/freischaltung.html.

We wish you all the best for your start at University of Siegen.