

Application for Admission to the Master's Programme

Degree Programme:

Admission is requested for the st/nd/rd/th degree semester as of the winter semester /
 summer semester

(1) Personal Details

| | |
|--|--|
| Surname | First Name |
| Birth Name (if different from surname) | Date of Birth |
| Place of Birth, Country of Birth (if other than Germany) | Nationality |
| Residential Address (street, house number) | Residential Address (postal code, place) |
| Subtenant of | District |
| License Plate Code of the District or Town if residency in Germany | German Federal State if residency in Germany |
| Telephone Number (optional) | Fax Number (optional) |
| E-Mail Address | |

(2) Degree Qualifying for Admission

| | | | | |
|---|--------------------|------------------|-----------------------------|--|
| Name and Place of College or University | | | | |
| Degree Programme | | | ECTS Credits ⁽¹⁾ | Standard Length of Full-Time Studies Semesters |
| Academic Degree Earned | Date of Graduation | Graduation Grade | ECTS Grade ⁽¹⁾ | Total Length of Studies Semesters |

If you have not yet completed the degree programme, please enter confirmed final details only and the best possible prediction under "Date of Graduation."

(1) As a relative mark, the ECTS grade (A, B, C, D and E) shows the student's ranking on a percentage-based scale. ECTS credits are a means to measure the required workload of a degree programme. Please leave this box blank if you have no written proof of an ECTS grade or if the required workload of your degree programme is/was not measured by ECTS credits.

(3) Command of the German Language

German is my mother tongue.

German is **not** my mother tongue.

If German is not your mother tongue, you must provide written proof of your command of German in the form of a higher education entrance qualification certificate or a first academic degree in German, a DSH certificate (Deutsche Sprachprüfung für den Hochschulzugang ausländischer Studienbewerber – German Language Examination for Admission of Foreign Students), a certificate showing that you have passed the Deutsch als Fremdsprache test (TestDAF) with an average score of 4 in each of the skills tested or a Level II German language diploma awarded by the German Conference of Ministers of Education (Kultusministerkonferenz).

(4) Attachments

I am currently enrolled at the University of Applied Sciences Nordhausen or obtained from it, in the last two years, the degree required for admission.

Student Number

I have attached a copy of my first higher education degree qualifying for professional work, as well as a complete, signed résumé / curriculum vitae in tabular form.

I am **not** enrolled at the University of Applied Sciences Nordhausen, and I did **not** obtain from it, in the last two years, the degree required for admission.

I have attached:

- (1) a complete, signed résumé / curriculum vitae in tabular form,
- (2) the certificate showing my higher education entrance qualification,
- (3) the diploma of the degree qualifying for admission or, alternatively, a certificate showing past academic and examination achievements,
- (4) to the extent required, written proof of the command of German (see Section 3),
- (5) if admission is requested for part-time studies, written proof that the requirements for part-time studies have been fulfilled (see Study Regulations),
- (6) further documents for admission may be required (see Study Regulations).

The documents to be furnished under (2) to (5) above need to be officially certified photocopies. In case of **digital** enrollment, the scan of the certified photocopy or the original is sufficient (we reserve the right to request the original if necessary).

Any public body officially authorized to use an official seal or any notary may certify a photocopy. A document is deemed properly certified if an official seal has been affixed to the certification and the certification bears the signature of the certifying person. The certification must cover each individual page of the photocopy. If the text of each individual page of the certificate does not contain the holder's name, the certification must make reference to the holder and to the type of certificate to prove beyond doubt that the individual pages of a certificate belong together. You are not allowed to enter any missing information.

(5) Declaration

I hereby declare in lieu of an oath that

- the above information is true and complete,
- I have not **definitively failed** an intermediate or final examination of any business, administration, law or social science degree program at an institution of higher education, and that I have never had my student registration revoked as a result of administrative penalty proceedings.

(Please delete if inapplicable and attach a detailed written explanation.)

I will notify the University of Applied Sciences Nordhausen immediately of any change of address.

I declare that I waive my right to the return of any application documents submitted now or at a later date if I do not request their return within a year, with such one-year period commencing on the date on which the present application is made. When this period has expired, the University may destroy the documents.

I am aware that

- the data of persons applying for admission to the University will be stored and processed with due regard for applicable data protection regulations,
- false information may or has to result in the applicant being expelled from the degree program or excluded from the admission procedure or deregistered if found out after enrollment.

Place, Date

Signature