

Application form for admission to studies for international applicants

1. Information on intended course of study
Beginning of studies (dd.mm.yyyy)
Course of study
2. Personal details (please use the exact details as found in your passport)
Surname / Last name
Maiden name
First name and additional names
Date of Birth (dd.mm.yyyy) / Gender ☐ male ☐ female ☐ diverse¹
Place of Birth / Country
Nationality/nationalities
3. Contact address
c/o
Street, house number
Post code/zip code, town / administrative district
Country
Telephone / Fax /
E-Mail
4. Permanent address (only if different from address given under 3 above)
Street, house number
Post code / Zip code, town / administrative district
Country
Telephone / Fax /
E-Mail
I hereby declare that all the information I have given is correct and complete. Supporting documents are enclosed or will be provided within 14 days in the original/as verified photocopy after the beginning of the study. I am aware that false information given negligently or wittingly may lead to exclusion from the admission process or to the revocation of my enrolment. Further, I will give immediate notification of any subsequent changes. I declare that I have read the Privacy Statement of the Examination Office. I consent to the electronic transmission of my personal details. All additional personal data given by me on this application form will be seen as affirmation of implicit consent. Location, date: _____ Signature: _____

Only to be filled out by university!

Eingang

Matrikel-Nr.

Datum der HZB:

Note:

☐ Feststellungsprüfung erforderlich
☐ Besuch des Studienkollegs
 im Kurs _____
☐ externe Feststellungsprüfung
☐ Fachbindung
 Fach _____
☐ Berufsausbildung
☐ mind. dreijährige Berufserfahrung
☐ Eignungsprüfung bestanden
 Wo? _____

☐ Erforderliche Sprachkenntnisse vorhanden
☐ Ablehnung

Weitere Bearbeitungsvermerke:

¹ or absence of any gender marker on a birth certificate

Notes!

Documentary evidence has to be provided for all previous education, comprising

- a translation of all documents (into German or English), verified as true by the original place of study or by a Justice of the Peace
- a photocopy of all documents verified as true by the original place of study or by a Justice of the Peace.

5. Educational details and activities

	from – to (mm.yyyy)	Details
Primary & Secondary School education (for university education see below) Duration of school education Primary school to school leaving	–	
	–	
	–	
	–	
Qualifications	Date (dd.mm.yyyy)	
	Original Description e.g. Baccalaureat, Lise diplomas, Maturität	
	Grade/s	
	Name of the school	
	Country	
Did you complete a university entrance examination in the country where you went to school?	☐ no	
	☐ yes	<i>If yes, please provide the date and exact designation.</i>
	Date (dd.mm.yyyy)	
	Designation	
Preparatory College If you have attended a (Studienkolleg) preparatory college in Germany or completed an assessment test (Feststellungsprüfung) (please provide the name and location of the college, and when and how often you have completed or attempted the test	Name of the institution/University	
	from – to (mm.yyyy)	Details
	–	
	–	
	–	
Further Training, internships and vocational training Name of the institution, country, description of the training/internship, examinations taken and qualifications obtained.	–	
	–	
	–	
	–	
Activities prior to application	–	
	–	
	–	
	–	

6. Studies in and outside Germany				
☐ I have not yet matriculated at an institution of higher education. → please go to 7.				
☐ I have already matriculated at an institution of higher education. → please answer 6.1 to 6.5 Please submit relevant documents for each course of study! In the case of studies without completion: - Certificate of exmatriculation from your former university/-ies or college(s) with indication of the reason for the exmatriculation - A current transcript of records with all passed and non-passed examinations If you have completed a degree - Final documents certifying it (with transcript of records) - Additional, related documentation				
6.1 First enrolment - First institution of higher education attended Name of the first institution (of higher education): _____ Date of first enrolment (mm.yyyy): _____				
6.2 Number of semesters/ terms – Please enter how many semesters or terms were completed at a university/college (mark terms separately)				
Total of university semesters (<i>excl. preparatory college</i>):				
of which, semesters on leave:				
of which, internship semesters:				
of which, sabbatical semesters:				
Additional semesters at a preparatory college:				
6.3 Previous course(s) of study – Please enter <u>all periods</u> at higher-education institutions:				
Country	Name of higher-education institution	Course of study	from – until (mm.yyyy)	
			-	
			-	
			-	
			-	
			-	
6.4 Information concerning final examinations				
Have you successfully graduated from a university? Yes ☐ No ☐ If you do not have a university degree yet, please answer "No"				
If so, ...				
Degree	Course of study	Grade	date of issue (dd.mm.yyyy)	ECTS-Points / CP
Degree	Course of study	Grade	date of issue (dd.mm.yyyy)	ECTS- Points / CP
Degree	Course of study	Grade	date of issue (dd.mm.yyyy)	ECTS- Points / CP

6.5 Information on irrevocably failed examinations

"If students have irrevocably failed a compulsory examination under the examination regulations at an institution of higher education, they will not be allowed to continue the same course of study at a Hamburg-based institution of higher education. Nor will they be allowed to continue those studies in another course if the subjects of the irrevocably failed examination are also compulsory under the examination regulations for that course." (Hamburg Higher Education Act, Art. 44)

Have you **irrevocably failed a module examination, a preliminary examination or a final examination** in the aspired-for course of study or another course?

Yes ☐

No ☐

If so, ..

Name of the institution of higher education	Degree	Course of study	Module or examination title
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Name of the institution of higher education	Degree	Course of study	Module or examination title
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Name of the institution of higher education	Degree	Course of study	Module or examination title
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Please include description of module!

7. Languages

Attach verification!

English²	☐ yes	☐ no
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Which level?

Which language certificate? (exact name of the language certificate attained)

Place where certificate was attained and exact date when it was attained.

German³	☐ yes	☐ no
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Which level?

Which language certificate? (exact name of the language certificate attained)

Place where certificate was attained and exact date when it was attained

If you wish to provide further reasons for your application, please write them on a separate sheet of paper.

Notes on data protection

Data regarding 5 and 6.1 to 6.4 will be collected in accordance with the legislation on statistics for higher education (Higher Education Statistics Act) dated 2 November 1990 (Federal Law Gazette (BGBl.) Part I, p. 2414), as amended. The statistical offices and the institution of higher education collecting the data are allowed to pass on individual data without the mention of any name and address to the supreme federal and regional authorities, who are technically responsible, and to the agencies they have designated, as well as for scientific purposes. The institution of higher education is allowed to use your data, including name and address, for internal administrative purposes and to forward them to another institution of higher education for its internal administrative purposes when a student changes institution. Your data will be processed and stored automatically.

The detailed Privacy Statement according to the Article 13 of the General Data Protection Regulation (GDPR) can be downloaded on the homepage of the Examination Office.

² The terms of admission for courses of study such as the B.Sc. General Engineering Science conducted entirely in English stipulate an English SLP of 3332.

Comparable language levels as verified by a qualification, which may not be older than three years, are:

Cambridge Advanced or language level of C1, IELTS (6.5 - 7.0), TOEFL PB (565 points), TOEFL IBT (85 points), TELC Niveau C1, PTE Academic (62 points), GCSE or IGCSE Grade C and TOEIC (880 points).

³ The terms of admission for courses of study conducted entirely in German stipulate a German SLP of 3332.

Comparable language levels as verified by a qualification, which may not be older than three years, are:

Language level of C1 (GER), "Deutsche Sprachprüfung für den Hochschulzugang ausländischer Studienbewerber" DSH 2, „Test Deutsch als Fremdsprache“ TestDaF 4, Goethe Zertifikat C 1, telc Deutsch C 1.