

# Information on Application to be submitted for Postgraduate Masters Course in “Civil-Military Interaction“ (MCMI)

Last updated: June 2021

## Required documents:

- Final documents certifying your university/higher-education degree (at least 240 ECTS credit points) (leaving certificate and degree certificate)  
*These shall include:*
  - German "Diploma" and "Magister" qualifications (university; college of applied sciences will be considered only if the standard period of study was four years, or an intensive study course was attended at the Bundeswehr University, Munich)
  - Master's degree (university or college of applied sciences)
  - Bachelor's degree, if it comprises at least 240 ECTS credit points (university or college of applied sciences)
  - State examination (e.g. in medicine: please submit license to practice medicine as a doctor, or certificate for the third part of the medical examination)

If you have achieved more than one degree, please submit the respective degree documents from all of them.
- Completed registration/enrolment form
- proof of higher education entrance qualification  
Please enclose the school leaving certificate with the overview of subjects and grades. In the case of a degree obtained abroad, the certificate must be submitted in the original and with an officially certified translation (German or English). A high school diploma (e.g. USA) must be issued by the College Board.
- If applicable: Exmatriculation certificate and Transcript of Records from your former university/-ies or college(s) if no degree was completed
- Proof of at least two years of practical vocational activity, including at least one year of management responsibility after achievement of a higher-education degree qualifying to enter a profession
- Proof of the English language skills required for the studies and examinations through presentation of Standardized Language Profile (SLP) 3332 or an equivalent certificate (C 1) of the Common European Framework of Reference  
(Applicants with English as first language are exempted from the obligation to provide such proof.)
- Letter of motivation  
Please write approximately one page explaining the reasons why you would like to undertake the Masters course in "Civil-Military Interaction" (MCMI). Please explain particularly in what way the further academic education offered by the Masters course in "Civil-Military Interaction" (MCMI) could be valuable for your professional work.
- Declaration of preparedness to pay the fees set for this course of study  
(Please fill in the form "Registration")
- If applicable: If you still have to attend at least one of the two NATO CIMIC courses "Staff Worker Course" or "Higher Command Course", please fill in the form of the CCOE (Civil Military Cooperation Centre of Excellence, The Hague) completely.

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Section III  
Legal and Administrative  
Matters

Student Secretariat

Administrative assistant  
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Opening hours:  
Tue, Wed, Fri: 9 to 11:30  
Tue: 13 to 14:30

## Notes

The documents shall be submitted **as originals** or **as certified copies** (of the originals!).

In case of **foreign-language documents**, please enclose a certified German or English translation.

Please note: Should the number of applications that meet the admission requirements exceed the number of available study places, a selection procedure will take place

## Closing date for applications

Please submit the complete applications to the Student Secretariat by 31 July of the year in which you wish to commence your studies on 01 November.

Please send to:  
Helmut Schmidt Universität/Universität der Bundeswehr Hamburg  
Dezernat III 2  
Holstenhofweg 85  
22043 Hamburg  
Germany

**Helmut-Schmidt-Universität**  
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