# Application process for international applicants

for winter semester 20/21

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**Application for a Bachelor or State Examination subject**

<table>
<thead>
<tr>
<th>Applicants: Non-EU</th>
<th>Applicants: EU (including: Norway, Liechtenstein, Iceland and Switzerland)</th>
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</thead>
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### Application period:
**Start in June 2020 the earliest,**
**deadline: July 15 the earliest (probably a bit later)**

### Please refer to this link for updated information:
*International Office > Degree-Seeking Students > Application*

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- **All subjects**
  - 1st semester
  - and higher semesters

  - For Psychology, Biochemistry, Business Informatics (B.Sc.)
    - Registration through [www.hochschulstart.de](http://www.hochschulstart.de)

  - Online registration and application through the University of Regensburg's Campusportal
    - [https://campusportal.uni-regensburg.de](https://campusportal.uni-regensburg.de)

  - In case you encounter difficulties during the online application process, we have also created a filling out guide.

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If you are interested in a Teacher Training Program, please consult the International Office directly.

*International Office Universität Regensburg. 28.4.2020*
Application documents in digital format for upload (.pdf/.png/.jpg)

- **Academic degrees**
  - In Original Language as well as Translation by Sworn Translator (documents in English or French do not need to be translated)
  - School-leaving certificate (including transcript of grades)
  - If applicable: Certificate of University entrance exam
  - If applicable: Certificate of studies (transcript of records, degree)

- **Copy of passport**

- **Curriculum Vitae in tabular form** (primarily academic records)

- **Underage applicants: Declaration of consent of parents.** Template online under: UR Homepage ➤ Studium ➤ Studentenkanzlei ➤ Bewerbung/Einschreibung... ➤ Einschreibung

- **Proof of German proficiency:**
  - You can apply directly for a degree course if you provide proof a German level of at least B2. (Exception: Applicants for Medicine, Dentistry and Molecular Medicine must prove German at least level C1.)
  - For more information about accepted proofs of German, please refer to this link:
    *German Language Skills for Application*

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**Application for Master’s Degree**

Applications for Master’s Degrees must be submitted to the responsible faculty.

Please note: Application Deadlines might be earlier! Only after having been accepted through the faculty will you be asked to register online.

For more information about the application prerequisites, the application process and contact of the responsible advisors: UR Homepage ➤ Studium ➤ Studienangebot ➤ Abschlüsse ➤ Master

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**Do you want to attend a preparatory (semester) German course, before you start with your degree course?**

- **If your level of German is below B2, yet at least A2, you are able to apply for a preparatory German course (Exception: Applicants for Medicine, Dentistry and Molecular Medicine).**
  - For more information about accepted proofs of German, please refer to this link:
    *German Language Skills for Application*

- **Applicants for a Master’s Degree can only participate in the preparatory German course if they have been already accepted for the Master’s program.**

  Please note: For the German course, a **course fee of 530.- Euro per semester** is raised in addition to the semester fee of roughly 160.- Euro.
What happens after your application has been sent online?

1. **Examination of Application** by the Registrar’s Office (Master’s Application by Faculty). Once the application is being processed, the portal states "valid". If documents are missing, you can see in the portal which documents you still have to submit online.

2. **The results of your application** are available only online. A letter of admission or rejection can be printed out on the portal and is also valid for the German embassy without a signature. **Notices of admission or rejection will not be sent additionally by mailing services.**

3. **Proof of language proficiency for your studies**: If you are to participate in the DSH-exam before study start, you will find further information on application in your letter of acceptance.  
   **Proof of language for German course**: A mandatory placement test will take place before semester start. The result of this test defines the suitable level for you.

4. **Orientation program Startklar**: in the 2 weeks before semester start, our team of tutors accompanies and aids you with formalities, including enrollment.

5. **Student confirmation ("Immatrikulationsbescheinigung")**: During the enrolment in person, you will receive your student ID card. After this step, you have access to an online portal where you can find and download the specific student confirmation for you.

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**Contact in the International Office:**  
international.degree-student@ur.de