

Please first read all information given on our homepage before filling in the application form.

Application form for a course of study (first semester) at the University of Würzburg

for winter semester 20__/20__ summer semester 20__

Postal address: Universität Würzburg, International Students Office, Sanderring 2, 97070 Würzburg

Application deadlines: 15. July for the winter term; 15. January for the summer term

Please attach passport photo

Please leave blank!

1. Course of study for which you wish to apply

1.1. Which course of study do you wish to take at the University of Würzburg?

<https://www.uni-wuerzburg.de/fuer/studierende/angebot/faecher/>

Main subject (or Staatsexamen / PhD)	
1 st Main subject (Bachelor / Master)	
2 nd Main subject/ 1. Minor Subject (Bachelor / Master)	

1.2. Which degree do you intend to take (please tick)?

- Bachelor (180 ECTS)
 Bachelor (120/60 ECTS)
 Bachelor (75/75 ECTS)
 Master (120 ECTS)
 Master (45/45 ECTS)
 Staatsexamen
 PhD
 Magister (LLM oder Europ. Recht)

2. Personal details (please make sure the spelling is the same as in your passport)

Family name

First name(s)

Date of birth

Day	Month	Year
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Place of birth

Sex: male female divers Nationality/nationalities _____

3. Correspondence address (to which your letter of admission should be sent)

c/o _____

Street and house number

Post code/zip code

City/town

Country _____ E-Mail: _____

4. Home address (if different from above)

Street and house number

Post code/zip code

City/town

Country _____ E-Mail: _____

5. Education

Please note that all the information you provide about your educational background should be backed up by copies of your educational certificates. Do not send original certificates, but **officially-certified copies**. If your certificates are not issued in German, English, Spanish, Italian or French language, an **additional authenticated translation into German or English** is required.

5.1. School Education

What qualifications do you hold which entitle you to study at university? (e.g. G.C.E. A and O levels, Baccalauréat, Higher Secondary School)

Original name of certificate: _____

Date and place at which this certificate was issued: _____

5.2. Did you take a University Entrance Examination in your home country?

yes, on: _____ (date)

no

Please enclose authenticated copies of all the certificates required for university entrance in your home country.

6. Do you wish to apply for the Studienkolleg*?

yes no

(If no, continue with question 7)

*The University of Würzburg will examine your certificates to establish whether you are entitled to enter university. Should your certificates not meet the requirements for direct university entrance, but meet other minimum requirements, you may be admitted to a course of study at the Studienkolleg in Munich (one year) to prepare you for university. This course ends with an assessment test known as the Feststellungsprüfung.

6.1. Do you wish to apply to be admitted to the Studienkolleg for foreign students to prepare for the Feststellungsprüfung?

yes no

6.2. Have you ever taken the entrance examination for the Studienkolleg?

yes no

6.3. Are you attending / Have you attended a Studienkolleg in Germany at the moment /in the past?

If yes, please give details of place and dates and enclose a confirmation of attendance.

yes no

6.4. Have you already taken a Feststellungsprüfung at a Studienkolleg in Germany?

If so, please enclose a copy of your certificate. Please make sure that all the grades in each subject are included on the certificate.

yes no

7. University education (Please do not complete the table below unless you have already studied at a university / college.)

Which university / universities/college(s) have you studied at?

Country	Name of University	Course of Study	Length of study from until		Degree <input type="checkbox"/> yes <input type="checkbox"/> no Which one? Bachelor/Master/Diplom etc.

Please enclose copies of transcripts and certificates obtained during a course of study at your university. /Please also name failures. / Or enclose your Bachelor's or Master's Degree respectively.

8. Language proficiency

8.1 German certificates (not necessary for study programmes instructed in English):

<https://www.uni-wuerzburg.de/en/international/studying-in-wuerzburg/degree-programmes/application/german-language-skills-and-courses/>

Please enclose one of the certificates mentioned below:

B2 C1 DSH-1 DSH-2 DSH-3 other certificates like TESTDAF

8.2 English certificates (only necessary for English taught programmes):

TOEFL (570 points paper-based, 230 points computer based, 90 points internet based)

IELTS (6,5 or better) CAE B.Sc.(taught in English)

Certificates of attendance or registration for German classes will not be accepted.

9. Other questions

Have you been awarded a scholarship? If yes, from which institution? _____ yes no

10. CV

Please write a complete CV on the back of this sheet or enclose one with your application. Note: details of your education, language courses, national service and jobs up to the date of application must be included.

11. Have you applied to the University of Würzburg before?

yes no

If so, for which semester and which course of study?

11.1. Have you applied to any other universities / institutions of higher education in Germany? If so, which ones?

12. Reasons for choosing Würzburg University:

If there are any special reasons for you choosing the University of Würzburg, please list them below:

13. How did you find out about the University of Wuerzburg?

I confirm that I have read all information given on the homepage of the International Office and to the best of my knowledge and belief, that all the information given on this form is true, complete and correct. I have enclosed the required documents (certificates, supporting documents etc.). I am aware that any attempt to give false information constitutes an administrative offence and may lead to exclusion from the admissions procedures or – if discovered at a later date – to the cancellation of my admission or enrolment. I confirm that I have read the admissions information.

Place, date

Signature of applicant

The above information will be stored and processed by the University of Würzburg. The information provided by the student is fully subject to the data protection regulations currently in force.

Before sending the application please check if your given details are correct and complete and if all required documents are enclosed. Incomplete or false information on the application form may lead to exclusion from the application process.

CHECKLIST:

- Application form, completed and signed;
- officially certified copies of the certificates that entitles university entrance** and – if not issued in german, english, french, italian or spanish – **additionally officially certified translation**. The certificate must include all subjects and grades;
- CV covering everything up to the date of application
- officially certified copy of a recent certificate of proficiency in German** (not older than one year) (for Studienkolleg C1 or DSH-2 or TestDaF 4x4 or DSH II);
- passport copy

In some cases you may also be required to submit:

- officially certified copy of the university entrance examination** – and if not issued in german, english, french, italian or spanish – **additionally officially certified translation**;
- officially certified copies of certificates or transcripts obtained during a course of study at university** – and if not issued in german, english, french, italian or spanish – **additionally officially certified translation**;
- Applicants from China and Vietnam must submit the original certificate from the **Academic Evaluation Center (Akademische Prüfstelle - APS)**. You'll get further information from the German Embassy in your home country;
- officially certified copy of the assessment test certificate ("Feststellungsprüfung of the "Studienkolleg")** with the marks received for each subject;

Should you have any questions, the International Students Office will be pleased to help you:

<https://www.uni-wuerzburg.de/en/international/studying-in-wuerzburg/>

Contacts:

Ms Laug: international.students@uni-wuerzburg.de

Ms Hornung: international.students@uni-wuerzburg.de

Contact for Studienkolleg:

Frau Shahmary: international.students@uni-wuerzburg.de

DON'T COPY YOUR CERTIFIED COPIES !

