By the time of application, changes may occur in course programs. Please inform yourself in due time.
Dear applicant,

We are happy about your interest in Osnabrück University. It is our pleasure to inform you about important details of the application process.

In order to be admitted to study at Osnabrück University, the applicant must have a secondary school diploma that is comparable to the German “Abitur” (educational requirements). For direct admission, advanced German skills are required as well.

Certain programs of study may also require knowledge of other languages.

Applicants from China, Vietnam and Mongolia should note that they have to follow some special regulations, please refer to www.uni-osnabrueck.de/en/prospective_students/degree_seeking_students/admission_requirements.html for the appropriate links.

Further general information on applying for studies and studying in Germany are available on the website https://www.study-in.de/en/

You can also get information about your university entry in Germany with your level of educational attainment through the tool “Check: university admission” from uni-assist (https://www.uni-assist.de/en/tools/check-university-admission/). Furthermore, the DAAD (German Academic Exchange Service) offers information on the general rules for the recognition of non-German proof of education in its admission data base at www.daad.de/deutschland/nach-deutschland/voraussetzungen/en/6017-admission-requirements/.

I. Possibilities for Application for the Summer Semester 2020

In the summer semester you can apply for

I.1. Graduate programs (Master)
I.2. Studienkolleg (Preparatory Course)
I.3. Higher semester
I.4. Kurzzeitstudium (short-term Studies)

Please note: Admittance to undergraduate programs (e.g. Bachelor/state examination) is only possible for a winter semester. Information on Bachelor’s Programs are available here: www.uni-osnabrueck.de/studieninteressierte/studiengaenge_a_z.html (in German) and in the pdf file undergraduate programs.

The application deadline is January 15, 2020.

I.1. Graduate Programs (Master)

A suitable undergraduate degree is required.

For the Master’s Programs, all international students with foreign certificates, including EU-citizens, must apply via our service centre uni-assist in Berlin.

Please consult to the appropriate Master „Zugangs-Zulassungsordnung” (Admission Regulations) to find information about the application requirements.

The Admission regulations (“Zugangs-Zulassungsordnungen”) can be found at: www.uni-osnabrueck.de/studium/im_studium/zugangs_zulassungs_und_pruefungsordnungen.html

Information about the German language requirements is listed in the pdf file graduate programs (https://www.uni-
By the time of application, changes may occur in course programs. Please inform yourself in due time.

osnabrueck.de/en/prospective_students/degree_seeking_students/application/application_information.html). Only for the Master programs in Cognitive Science, Nano Science, Physics, Mathematics and Cognitive Computing no German language proficiency is required.

You may apply for the following Master’s Programs for the summer semester 2020:

- Arts and Communication (M.A.), an aptitude test may be required, www.kunstpaedagogik.uniosnabrueck.de/
- Art History (M.A.),
- Business Administration (M.Sc.),
- Cognitive Science (M.Sc.),
- Computer Science (M.Sc.),
- Economics (M.Sc.),
- Economic and Social Geography (M.A.),
- Education Science. Education and Social Diversity (M.A.),
- English and American Studies (M.A.),
- Environmental Systems and Resource Management (M.Sc.),
- European Governance: Market, Power, Community, (M.A.)
- European Literature and Culture (M.A.),
- European Studies (M.A.),
- Geoinformatics (M.Sc.),
- German (M.A.),
- History (M.A.),
- Information Systems (M.Sc.),
- Islamic Theology (M.A.),
- Language in Europe (M.A.),
- Master of Education (Gymnasium) (M.Ed.)
- Master of Education (Grund- und Hauptschule) (M.Ed.)
- Master of Education (Realschule) (M.Ed.)
- Mathematics (M.Sc.),
- Musicology (M.A.),
- Physics (M.Sc.),
- Political Science: Democratic Governance and Civil Society
- Sociology: Dynamics of Social Change (M.A.),
- Theology and Culture (M.A.),

I.2. Application for Studienkolleg (Preparatory Course)
Under particular circumstances applicants whose school leaving examination is not equivalent to the German “Abitur”, can attend a so-called Studienkolleg (preparatory course) in Germany in order to attain a subject-related university entrance qualification.

Osnabrück University does not have its own Studienkolleg. For the W, (business, law and socially related courses), M (biological related courses), G (courses related to Arts and Humanities) and T courses (mathematic-scientifically and technical related courses) students are directed to the Studienkolleg in Hannover: www.stk.uni-hannover.de

The following German language requirements must be fulfilled in order to be admitted to a Studienkolleg:
- Goethe certificate B1 or TELC B1 or ÖSD certificate B1

There is a further Studienkolleg in Mettingen (www.studienkolleg-mettingen.de), which is a town close to Osnabrück. Here, you may apply directly without having to have applied for studies at a University in Germany beforehand.
I.3. Application for a higher semester
In general, applications for a higher semester from international students are not possible. After you have taken up your studies at Osnabrück University it can be reviewed whether you may be eligible to join a higher semester.

International students with foreign certificates who already successfully study in Germany and wish to transfer to a higher semester may apply directly at Osnabrück University by sending in the usual application documents to the Admissions Office.

I.4. Application for „Kurzzeitstudium“ (short-term studies)
In general, you may apply for short-term studies (studies without the intent of taking exams) for our complete Bachelor’s program; information about exceptions can be acquired at the Admissions Office.

Applicants for short-term studies require the same university entrance qualifications and foreign language requirements as regular students (see point III.2), they must present German language skills on level B2. Short-term studies are normally granted for one semester.

For short-term studies EU citizens may apply directly at Osnabrück University, all other international applicants must apply via uni-assist.

II. General Application Information
Osnabrück University is a member of the Application Services for International Students (uni-assist), see www.uni-assist.de. Along with numerous other German universities part of our international applications are pre-checked externally.

Uni-assist checks if all the formal requirements which are needed for the applicant’s desired course of study have been fulfilled. In the pre-checking process it will be determined whether all the documents are complete and correct, additionally it will be ascertained if the entrance requirements for the desired course of study are fulfilled. It will also be checked if the applicant has the language requirements necessary for admission. If the results are positive, uni-assist will forward them to us. We will then conduct the selection and admission process.

Applicants will be informed as soon as possible by uni-assist as to whether their educational background enables them to be formally admitted for the desired course of study in Germany.

Certain applications will therefore not be sent directly to Osnabrück University, but to uni-assist. The applications which are affected by this requirement are listed under point VII.

If you are in possession of a German university entrance qualification (Abitur) or a German university degree, then you qualify as a so-called “Bildungsnländer” (educational national) and apply according to the same procedure as German applicants.

Also applicants who have taken their “Feststellungsprüfung” at a German Studienkolleg (preparatory course) may apply directly to Osnabrück University, even if they are no educational nationals.

German nationals with foreign certificates always apply directly to Osnabrück University

III. Language Requirements

III.1 German language requirements
We would like to bring your attention to the fact that Osnabrück University does not offer preparatory German language courses as part of the general application process. This means that at the time of application you must already have the German language requirements.
When applying for studies beginning in a summer semester applicants have to hand in a recognized language certificate, e.g.:

- Test Deutsch als Fremdsprache (TestDaF) or
- Deutsche Sprachprüfung für den Hochschulzugang (DSH) or
- Goethe Certificate C2 or
- Deutsches Sprachdiplom der Kultusministerkonferenz (DSD II) with the result C1 in all parts of the exam or
- TELC C1 Hochschule

Should you have a different German language certificate on advanced level please contact us.

At Osnabrück University the **Goethe certificate B2** is the requirement for admission to the DSH (German examination for access to higher education) exam.

After having successfully applied for studies with **Goethe certificate B2**, you will be invited to the DSH exam at Osnabrück University, which takes place in September. When you then have passed the DSH exam you can start your studies in October. (Please note: The DSH exam at Osnabrück University can only be taken once a year in September!)

We strongly recommend that applicants pass the “*Test Deutsch als Fremdsprache (TestDaF)*” exam in their home country before applying. Please see [www.testdaf.de](http://www.testdaf.de) for further information. The TestDaF exam can also be taken at the Language Center (Sprachenzentrum) of Osnabrück University: [www.uni-osnabrueck.de/en/services/language_center/tests_and_examinations.html](http://www.uni-osnabrueck.de/en/services/language_center/tests_and_examinations.html)

The **TELC C1 Hochschule** exam can be taken at the University of Applied Sciences Osnabrück: [www.hs-osnabrueck.de/cn/wir/organisation/organisationseinheiten/center-for-international-students/](http://www.hs-osnabrueck.de/cn/wir/organisation/organisationseinheiten/center-for-international-students/) („Deutsch-Prüfungen“) Moreover, the **TELC C1 Hochschule** can be taken at the Bildungswerk der Niedersächsischen Wirtschaft, the Sprachschule inlingua and the Volkshochschule Osnabrück.

At Osnabrück University the **DSH** exam can only be taken in September before the winter semester begins. To be eligible applicants need to verify that they possess the **Goethe certificate B2** or **TELC B2**. At Osnabrück University the **Goethe certificate B2 or TELC B2** is the requirement for admission to the **DSH** exam.

Applicants for **short-term studies** (studies without examination intent) are required to prove German language knowledge equivalent to B2 level.

### III.2 Foreign language proficiency

- **Postgraduate programs**

<table>
<thead>
<tr>
<th>Postgraduate studies (Master)</th>
<th>English B1 (e.g. IELTS 3.5)</th>
<th>Additional language B1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art History, M.A.</td>
<td>English B1 (e.g. IELTS 3.5)</td>
<td>Additional language B1</td>
</tr>
<tr>
<td>Art and Communication, M.A.</td>
<td>English B1 (e.g. IELTS 3.5)</td>
<td>Additional language B1</td>
</tr>
<tr>
<td>Biologie/Biology - From Molecules to Organisms, M.Sc. – various core subjects (program begins in winter semesters only)</td>
<td>English B1 (e.g. IELTS 3.5)</td>
<td>Additional language B1</td>
</tr>
<tr>
<td>Business Administration, M.Sc.</td>
<td>English B2+ (e.g. IELTS academic 6.0)</td>
<td>Additional language B1</td>
</tr>
<tr>
<td>Cognitive Science, M.Sc.</td>
<td>English B2 (e.g. IELTS 5.0)</td>
<td>Additional language B1</td>
</tr>
<tr>
<td>Computer Science, M.Sc.</td>
<td>English B2 (e.g. IELTS 5.0)</td>
<td>Additional language B1</td>
</tr>
<tr>
<td>Economics, M.Sc.</td>
<td>English B2+ (e.g. IELTS academic 6.0)</td>
<td>Additional language B1</td>
</tr>
<tr>
<td>Economics and Social Geography, M.A.</td>
<td>English B2 (e.g. IELTS 5.0)</td>
<td>Additional language B1</td>
</tr>
<tr>
<td>Educational Science, core subject: Education in social heterogeneity, M.A.</td>
<td>English B2 (e.g. IELTS 5.0)</td>
<td>Additional language B1</td>
</tr>
<tr>
<td>Degree program/Subject</td>
<td>Knowledge of foreign language</td>
<td></td>
</tr>
<tr>
<td>------------------------</td>
<td>-------------------------------</td>
<td></td>
</tr>
<tr>
<td>English and American Studies, M.A.</td>
<td>English C1 (e.g. IELTS 7.0)</td>
<td></td>
</tr>
<tr>
<td>Environmental Systems and Resource Management, M.Sc.</td>
<td>English B2 (e.g. IELTS 5.0)</td>
<td></td>
</tr>
<tr>
<td>European Governance: Market, Power, Community, M.A.</td>
<td>English B1 (e.g. IELTS 3.5)</td>
<td></td>
</tr>
<tr>
<td>European Literature and Culture, M.A.</td>
<td>One modern language B2, Additional modern language B1</td>
<td></td>
</tr>
<tr>
<td>Geoinformatics, M.Sc.</td>
<td>English B2 (e.g. IELTS 5.0)</td>
<td></td>
</tr>
<tr>
<td>German, M.A.</td>
<td>One language B1 (e.g. English IELTS 3) Additional language A2</td>
<td></td>
</tr>
<tr>
<td>German Law, LL.M. secondary post-graduate program of study (program begins in winter semesters only)</td>
<td>--</td>
<td></td>
</tr>
<tr>
<td>History, M.A.</td>
<td>English B1 (e.g. IELTS 3.5) Additional language B1</td>
<td></td>
</tr>
<tr>
<td>Information Systems, M.Sc.</td>
<td>--</td>
<td></td>
</tr>
<tr>
<td>International Migration and Intercultural Relations, M.A. (program begins in winter semesters only)</td>
<td>English B1 (e.g. IELTS 3.5)</td>
<td></td>
</tr>
<tr>
<td>Islamic Theology, M.A.</td>
<td>Classic Arabic, see admission regulation</td>
<td></td>
</tr>
<tr>
<td>Language in Europe, M.A.</td>
<td>One language B2 Additional language B1</td>
<td></td>
</tr>
<tr>
<td>Mathematics, M.Sc.</td>
<td>English B1 (e.g. IELTS 3.5)</td>
<td></td>
</tr>
<tr>
<td>Master of Education (Grund- und Hauptschulen), M.Ed.</td>
<td>-depends on the subjects-</td>
<td></td>
</tr>
<tr>
<td>Master of Education (Realschulen) M.Ed.</td>
<td>-depends on the subjects-</td>
<td></td>
</tr>
<tr>
<td>Master of Education (Gymnasium), M.Ed.</td>
<td>-depends on the subjects-</td>
<td></td>
</tr>
<tr>
<td>Master of Vocational Education, M.Ed.</td>
<td>-depends on the subjects-</td>
<td></td>
</tr>
<tr>
<td>Musicology, M.A.</td>
<td>English B1 (e.g. IELTS 3.5)</td>
<td></td>
</tr>
<tr>
<td>Nanosciences - Materials, Molecules and Cells, M.Sc. (program begins only in winter semester)</td>
<td>English B2 (e.g. IELTS 5.5)</td>
<td></td>
</tr>
<tr>
<td>Physics, M.Sc. (program begins in winter semesters only)</td>
<td>English B2 (e.g. IELTS 5.0)</td>
<td></td>
</tr>
<tr>
<td>Political Science: Democratic Governance and Civil Society, M.A.</td>
<td>English B1 (e.g. IELTS 3.5)</td>
<td></td>
</tr>
<tr>
<td>Psychology: core subject clinical Psychology, M.Sc.</td>
<td>--</td>
<td></td>
</tr>
<tr>
<td>Psychology: core subject cross-cultural psychology, M.Sc.</td>
<td>--</td>
<td></td>
</tr>
<tr>
<td>Sociology: Dynamics of Social Change M.A.</td>
<td>English B1 (e.g. IELTS 3.5)</td>
<td></td>
</tr>
<tr>
<td>Third subject, teaching at Gymnasium, secondary post-graduate program</td>
<td>-depends on subject-</td>
<td></td>
</tr>
<tr>
<td>Theology and Culture, M.A.</td>
<td>--</td>
<td></td>
</tr>
</tbody>
</table>

- Bachelor’s Programs (only relevant for short-term studies in a summer semester)

By the time of application, changes may occur in course programs. Please inform yourself in due time.
By the time of application, changes may occur in course programs. Please inform yourself in due time.

| English, dual-subject Bachelor’s Degree | English C1 (e.g. IELTS 7.0 / TOEFL ibT 95) |
| French, dual-subject Bachelor’s Degree | French B2 (e.g. DELF-Diplom B2/Abibac/ Test de connaissance du francais B2) |
| Latin, Dual Major Bachelor’s Degree | Qualifying examination in Latin |
| Psychology, B.Sc. | English (e.g. IELTS 5.5/ TOEFL ibT 72) |

The IELTS test can be taken at the Language Center of Osnabrück University (www.uni-osnabrueck.de/en/services/language_center); the TOEFL test is offered at the University of Applied Sciences Osnabrück (https://www.hs-osnabrueck.de/de/studium/studienangebot/internationales/outgoing).

The foreign language skills also have to be proved for short-term studies (Kurzzeitstudium)! Please observe the admission requirements for your desired course of study. Information is provided by the Central Student Advisory Office (Zentrale Studienberatung), see www.zsb-os.de.

**IV. Entrance Examinations (for Bachelor’s Programs; only for the winter semester)**

For the following programs a compulsory aptitude test must be successfully passed:

**Music**

**Art**
Application deadline: approximately **June 2, 2020** at the Institute of Arts, www.kunstpaedagogik.uni-osnabrueck.de (in German).

You are required to apply for the aptitude test and the study place separately. Furthermore, we would like to inform you that music and art have to be combined with a second subject.

**V. Semester Fees**

Every semester, every student is obliged to pay **semester fees** of at present **354,55 EUR**.

Information about funding options for foreign students at Osnabrück University is available here: www.uni-osnabrueck.de/en/prospective_students/degree_seeking_students/fees_and_financing.html

Under specific conditions, international students may also be eligible for a study credit or educational credit: https://www.bva.bund.de/DE/Services/Buerger/Schule-Ausbildung-Studium/Bildungskredit/bildungskredit_node.html

Information about BAföG can be found here: www.bafög.de

**VI. Academic placement procedure**

**VI.1 Academic placement procedure for undergraduate programs**
- study courses only begin in a winter semester -

For international applicants (non-EU citizens) with international certificates the study course placement is carried out using the overall average grade of the university entrance qualification.

**VI.2 Academic placement procedure for Master’s Programs**

Please refer to the appropriate Master „Zugangs-/Zulassungsordnung“ (Admission Regulations) to find information about the special application requirements:
By the time of application, changes may occur in course programs. Please inform yourself in due time.

https://www.uni-osnabrueck.de/studium/im_studium/zugangs_zulassungs_und_pruefungsordnungen.html (in German)

There you also find information about the placement procedure.

If you have foreign university degrees and plan to apply for a teacher training Master’s program (Master of Education), please contact the Admissions Office before applying: studentsoffice@uni-osnabrueck.de

For all graduate programs all international applicants with foreign certificates, including EU/EEA citizens, are required to apply via the service-centre uni-assist.

VII. Application Deadlines and Addresses

Which applications have to be sent to uni-assist?

- For undergraduate courses (Bachelor) non-EU citizens with international certificates must apply via uni-assist, not directly to the university.
- For the indirect university entrance qualification via a Studienkolleg (Preparatory course) non-EU citizens must apply via uni-assist.
- For Master courses all international students with foreign certificates (incl. EU) must apply via uni-assist.
  - If you have foreign university degrees and plan to apply for a teacher training Master’s program (Master of Education), please contact the Admissions Office before applying: studentsoffice@uni-osnabrueck.de
- For a Kurzzeitstudium (short-term studies without a degree) non-EU citizens with foreign certificates must apply via uni-assist.

Please use the online application on www.uni-assist.de/. Information about the uni-assist online application is available here: https://www.uni-osnabrueck.de/en/prospective_students/degree_seeking_students/application/application_information.html („Information sheet for the uni-assist online application“)

For a complete application, please submit your printed application form along with your certificates etc. to the university before the end of the application period. If you only submit your application online, it will not be processed!

Completed applications which refer to the above cases should only be sent to the following address:

uni-assist e.V.
11507 Berlin
GERMANY

Your application to uni-assist will only be processed when the fee payment has been made. You can pay by Sofortüberweisung (pay now), bank transfer or 3D secure credit card.

For more detailed information please refer to the file “Information sheet for the uni-assist application process” (on our website)

Who may apply directly to Osnabrück University?

- EU citizens, who desire to begin an undergraduate course (Bachelor, state exam) and have a direct university entrance qualification, apply directly to the university. Applications are only possible for a winter semester.
• All PhD students apply directly to Osnabrück University (please consult the relevant information on our website). This also concerns exchange students from partner universities, along with those who are already enrolled at this university and desire to change their course of study.
• All applicants who have passed the Feststellungsprüfung (assessment test) attained in a German Studienkolleg (Preparatory course). Applications are only possible for a winter semester.
• EU citizens apply for a Kurzzeitstudium (short-term studies) or for the indirect university entrance qualification via a Studienkolleg (Preparatory course) directly to Osnabrück University.*
• Those students who have DAAD scholarships apply (via the DAAD) to Osnabrück University.*
• Applicants with German citizenship apply directly to Osnabrück University, even if they hold foreign certificates.*
• Applicants who live in Germany and are family members of German (or EU/EEA) citizens (who are employed in Germany) may also apply directly to Osnabrück University.*
• A direct application to Osnabrück University is also possible for applicants who already successfully study in an undergraduate or graduate course in Germany.*

* Please use the online application at https://www.uni-osnabrueck.de/studieninteressierte/bewerbung/online_bewerbung.html.
The application period starts in December 2019.

For a complete application, please submit your printed application form along with your certificates etc. to the university before the end of the application period. If you only submit your application online, it will not be processed!

To apply directly the application address is as follows:

Osnabrück University
Studierendensekretariat
D - 49069 Osnabrück

Application deadline for all applications is January 15, 2020.

VIII. Application Documents

For the Master program in Cognitive Science a special application form is available on the website of the department.
https://www.ikw.uni-osnabrueck.de/fileadmin/public/media/pdf/applicationMasterAbroad.pdf

Please include your e-mail address, as this will enable us to contact you swiftly if we have any queries.

Please observe our information regarding language proficiency.

Information on study courses is provided by the Central Student Advisory Office (Zentrale Studienberatung), see www.zsb-os.de.

If you hold foreign university degrees and plan to apply for a teacher training Master’s program, please contact the Admissions Office before applying: studentsoffice@uni-osnabrueck.de

Please enclose the following documents along with your application:
• Printed online application form (with signature)
By the time of application, changes may occur in course programs. Please inform yourself in due time.

- Certified copies of **School and university certificates** (secondary school certificates / university entrance exam / transcripts / university degree certificate) in the original language and with an authenticated German or English translation. Standards for translations and certified copies are available here [https://www.uni-assist.de/en/how-to-apply/assemble-your-documents/certified-copies-and-translations/](https://www.uni-assist.de/en/how-to-apply/assemble-your-documents/certified-copies-and-translations/)

- **Curriculum vitae** (CV)
- Photocopy of the page of the passport where your name and picture are stated
- Proof of German **language proficiency** (see point III.1)
- if present: University degree
- if required: Proof of English language proficiency and/or proof of other language abilities
- for the Master’s programs: Motivation letter
- for the Master of Education: Proof of completed internships
- Additionally for EU applicants, if present: Certificates of the final two school years before acquiring your university entrance qualification
- Additionally for the uni-assist application: Enclose a proof of the payment to uni-assist.

**Applications that have only been submitted online cannot be considered!**

All certificates (including proof of language proficiency) must be submitted as officially authenticated photocopies, see [www.uni-assist.de/standards_en.html](https://www.uni-assist.de/standards_en.html) for more information.

Please note that photocopies which are authenticated by translators cannot be accepted!

**School and university certificates** are required in their original language and in officially authenticated translations in German or English.

More detailed application information can be found on our web site, [www.uni-osnabrueck.de/en/prospective_students/general_information.html](http://www.uni-osnabrueck.de/en/prospective_students/general_information.html).

Also do not hesitate to contact us if you need further information (E-Mail: studentsoffice@uni-osnabrueck.de, phone: +49 541 969 7777).

im Auftrag
gez. Sandra Calba

Osnabrück, Oktober 2019