Winter semester 2020/21

Application information for international students

Semester begins 1st October 2020 / Lectures start 19th October 2020

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Osnabrück University / Studierendensekretariat / D-49069 Osnabrück
Phone: +49 541 969-7777 / Fax: +49 541 969-4850
E-Mail: studentsoffice@uni-osnabrueck.de
Internet: https://www.uni-osnabrueck.de/en/prospective_students/general_information.html
Office hours: Mon. + Thu. 09.30 h – 12.00 h and Wed. 13.30 h – 15.00 h
Office hours for international applicants: Mon. + Thu. 09.30 h – 12.00 h and Wed. 13.30 h – 15.00 h
Visitors address: StudiOS, ground floor, Neuer Graben 27, 49074 Osnabrück

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 hold a secondary school diploma that is comparable to the German “Abitur” (educational requirements). For direct admission, very good German skills are required as well.

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

Applicants from China and Vietnam should note that they have to follow some special regulations, please refer to https://www.uni-osnabrueck.de/en/prospective-students/international-prospective-students/admission-requirements/ or 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/ and in the online databases ANABIN www.anabin.kmk.org (in German).

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 database at https://www2.daad.de/deutschland/nach-deutschland/voraussetzungen/en/57293-database-on-admission-requirements/

I. General application information

Osnabrück University collaborates with uni assist e.V and parts of our international applications are pre-checked externally by uni-assist e.V. (https://www.uni-assist.de/en/).

Uni-assist checks if all the formal entrance requirements for the desired course of study are fulfilled. Additionally, in the pre-checking process it will be determined whether all the documents are complete and correct. Uni-assist will also check if the applicant fulfills the language requirements necessary for admission. If the results are positive, uni-assist will forward the application to us. We will then conduct the selection and admission process.

Uni-assist will inform the applicants whether their educational background enables them to be formally admitted for the desired course of study.

Certain applications therefore need to be sent to uni-assist and not to Osnabrück University. The applications concerned are listed under point VI.

If you are in possession of a German university entrance qualification (Abitur) or a German university degree, then you qualify as a so-called “Bildungsinländer” (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.

By the time of application, changes may occur in course programs. Please inform yourself in due time.
I.1. Application for a higher semester
In general, applications from international students for a higher semester are not possible. After you have taken up your studies at Osnabrück University it can be reviewed whether you are 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: https://www.uni-osnabrueck.de/studieninteressierte/bewerbung/vergabekriterien/hoehere_semester.html (in German).

I.2. Application for „Kurzzeitstudium“ (Short Term Studies)
In general, you may apply for short-term studies (studies without the intent of acquiring a degree but with acquisition of credits). This is possible for all our Bachelor programs; information about exceptions can be given at the Admissions Office.

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

EU-applicants may apply directly to the Admissions Office at Osnabrück University.

I.3. 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. It is an opportunity 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 equivalent.

There is a further Studienkolleg in Mettingen (http://www.studienkolleg-mettingen.de/studienkolleg-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.

II. Language requirements

II.1 German language requirements
We would like to bring to your attention 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 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
- TELC C1 Hochschule
- Deutsches Sprachdiplom der Kultusministerkonferenz (DSD II)

Should you have a different German language certificate on advanced level please contact us.
If applicants do not have a language certificate which exempts them from the DSH exam they must submit proof of the Goethe certificate B2 with their application.

At Osnabrück University the Goethe certificate B2 is the requirement for admission to the DSH 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! Therefore, you can only apply with a B2 certificate or equivalent for a winter semester)

We strongly recommend applicants to pass the “Test Deutsch als Fremdsprache (TestDaF)” exam in their home country before applying. Please see 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.html (“Tests and examinations”)

The TELC C1 Hochschule exam can be taken at the University of Applied Sciences Osnabrück: https://www.hs-osnabrueck.de/en/study/study-offerings/continuing-education/telc-university-competence-center/

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

You can find information about the German language requirements for the different study programs in the files “undergraduate courses” and “Graduate Courses” on our website.

II.2 Foreign language requirements

<table>
<thead>
<tr>
<th>Degree program/Subject</th>
<th>Knowledge of foreign language</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate program (Bachelor/state board examination)</td>
<td></td>
</tr>
<tr>
<td>Cognitive Science, B.Sc.</td>
<td>English B2 (e.g. IELTS 5.5/ TOEFL ibT 72)</td>
</tr>
<tr>
<td>Economics and Business Administration, B.Sc.</td>
<td>English B2 + (e.g. IELTS 5.0/ TOEFL ibT 80)</td>
</tr>
<tr>
<td>Embedded Software Systems, B.Sc.</td>
<td>English B2 (e.g. IELTS 5.5)</td>
</tr>
<tr>
<td>English, Dual Major Bachelor’s Degree</td>
<td>English (e.g. IELTS 7.0/ TOEFL ibT 95)</td>
</tr>
<tr>
<td>French, Dual Major Bachelor’s Degree</td>
<td>French B2 (e.g. DELF-Diplom B2/Abibac/ Test de connaissance du francais B2)</td>
</tr>
<tr>
<td>Latin, Dual Major Bachelor’s Degree</td>
<td>Qualifying examination in Latin</td>
</tr>
<tr>
<td>Psychology, B.Sc.</td>
<td>English (e.g. IELTS 5.5/ TOEFL ibT 72)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Postgraduate studies (Master)</th>
<th>Knowledge of foreign language</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art History: Architecture and Art within the Context of Cultural History, M.A.</td>
<td>English B1 (e.g. IELTS 3.5) Additional language B1</td>
</tr>
<tr>
<td>Biology – From Molecules to Organisms, M.Sc. – various core subjects</td>
<td>English B1 (z.B. IELTS 3.5)</td>
</tr>
<tr>
<td>Cognitive Computing, M.Sc. (extra-occupational)</td>
<td>English B2 (e.g. IELTS 6.0)</td>
</tr>
<tr>
<td>Cognitive Science, M.Sc.</td>
<td>English B2 (e.g. IELTS 5.0)</td>
</tr>
<tr>
<td>Computer Science, M.Sc.</td>
<td>English B2 (e.g. IELTS 5.0)</td>
</tr>
<tr>
<td>Democratic Governance and Civil Society, M.A.</td>
<td>English B1 (e.g. IELTS 3.5)</td>
</tr>
<tr>
<td>Economics and Social Geography, M.A.</td>
<td>English B2 (e.g. IELTS 5.5)</td>
</tr>
<tr>
<td>English and American Studies, M.A.</td>
<td>English C1 (e.g. IELTS 7.0)</td>
</tr>
<tr>
<td>Environmental Systems and Resource</td>
<td>English B2 (e.g. IELTS 5.0)</td>
</tr>
</tbody>
</table>
By the time of application, changes may occur in course programs. Please inform yourself in due time.

<table>
<thead>
<tr>
<th>Program</th>
<th>Language Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Management, M.Sc.</td>
<td>English B1 (e.g. IELTS 3.5)</td>
</tr>
<tr>
<td>European Governance: Market, Power, Community, M.A.</td>
<td>English B2 (e.g. IELTS 5.0)</td>
</tr>
<tr>
<td>Geoinformatics, M.Sc.</td>
<td>One language B1 (e.g. English IELTS 3.5)</td>
</tr>
<tr>
<td>German, M.A.</td>
<td>Additional language A2</td>
</tr>
<tr>
<td>History, M.A.</td>
<td>English B1 (e.g. IELTS 3.5)</td>
</tr>
<tr>
<td>International Migration and Intercultural Relations, M.A.</td>
<td>English B1 (e.g. IELTS 3.5)</td>
</tr>
<tr>
<td>Islamic Theology, M.A.</td>
<td>Classic Arabic, see admission regulations</td>
</tr>
<tr>
<td>Language in Europe, M.A.</td>
<td>One language B2</td>
</tr>
<tr>
<td>Mathematics, M.Sc.</td>
<td>English B1 (e.g. IELTS 3.5)</td>
</tr>
<tr>
<td>Master of Education (Grund- und Hauptschulen), M.Ed.</td>
<td>-depends on the subject(s)-</td>
</tr>
<tr>
<td>Master of Education (Realschulen) M.Ed.</td>
<td>-depends on the subject(s)-</td>
</tr>
<tr>
<td>Master of Education (Gymnasium), M.Ed.</td>
<td>-depends on the subject(s)-</td>
</tr>
<tr>
<td>Master of Vocational Education, M.Ed.</td>
<td>-depends on the subject(s)-</td>
</tr>
<tr>
<td>Nanoscience Science - Materials, Molecules and Cells, M.Sc. (program begins only in winter semester)</td>
<td>English B2 (e.g. IELTS 5.5)</td>
</tr>
<tr>
<td>Political Science: Democratic Governance and Civil Society, M.A.</td>
<td>English B1 (e.g. IELTS 3.5)</td>
</tr>
<tr>
<td>Physics, M.Sc.</td>
<td>English B2 (e.g. IELTS 5.5)</td>
</tr>
<tr>
<td>Sociology: Dynamics of Social Change, M.A.</td>
<td>English B1 (e.g. IELTS 3.5)</td>
</tr>
<tr>
<td>Third subject, teaching at Gymnasium, secondary post-graduate program</td>
<td>-depends on subject(s)-</td>
</tr>
</tbody>
</table>

Detailed information concerning the foreign language requirements are available in the entrance requirements of the different study programs: [https://www.uni-osnabrueck.de/studium/im_studium/zugangs_zulassungs_und_pruefungsordnungen.html](https://www.uni-osnabrueck.de/studium/im_studium/zugangs_zulassungs_und_pruefungsordnungen.html) (in German).

In order to find out which subject and language requirements are needed for Master studies, please refer to the “Master-Zugangs-/Zulassungsordnungen” (admission regulations) which can be found at [https://www.uni-osnabrueck.de/studium/im_studium/zugangs_zulassungs_und_pruefungsordnungen/fach_master.html](https://www.uni-osnabrueck.de/studium/im_studium/zugangs_zulassungs_und_pruefungsordnungen/fach_master.html) (in German).


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

III. Entrance Examinations

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

Music (Bachelor)
Application deadline: 15th May 2020 at the Institute of Music: https://www.musik.uni-osnabrueck.de/studieninteressierte/eignungspruefung.html (in German). The aptitude test will take place on 2nd, 3rd and 4th June 2020.

Art and Art and Communication
Portfolio submission: until 4th May 2019, 3:00 pm at the Institute of Arts: https://www.kunstpaedagogik.uni-osnabrueck.de/studieninteressierte/bewerbung.html (in German). Due to the special circumstances caused by COVID-19, the portfolio submission for the admission procedure in the field of art / art education takes place solely digitally. The submission of a pdf via E-Mail is possible. Please send the E-Mail to kunst@uni-osnabrueck.de; Subject: Application.

The further admission procedure under the current circumstances still has to be coordinated. Further information will be announced promptly at this point.

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 cannot be studied separately, but instead must be combined with a second subject (see file “undergraduate courses”).

IV. Semester Fees

Every semester, every student is obliged to pay a semester fee. The amount payable for the winter semester 20/21 is €366.33.

Under specific conditions, international students may also be eligible for an educational loan: https://www.bva.bund.de/SharedDocs/Aufgaben/EN/E/educational-loan.html

Information about BAföG is obtainable here: www.bafög.de (in German).

Information about funding options for foreign students at Osnabrück University is available here: https://www.uni-osnabrueck.de/en/prospective-students/international-prospective-students/fees-and-financing/

V. Academic placement procedure

V.1 Academic placement procedure for Bachelor’s Programs
For international applicants with international certificates the study course placement is carried out using the overall average grade of the university entrance qualification.

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

There you also find information about the placement procedure.

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

VI. 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 https://my.uni-assist.de
Information about the uni-assist online application is available here: https://www.uni-osnabrueck.de/en/prospective-students/international-prospective-students/application/application-information/ (“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)

Application deadline at uni-assist is 15th June 2020.

Application deadline for Master’s programs: 15th July 2020.

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./*/**
- 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.

- A direct application to the university is also possible for all applicants who have passed the Feststellungsprüfung (assessment test) attained in a German Studienkolleg (preparatory course).**
- EU citizens apply for a Kurzzeitstudium (short-term studies) or to attend Studienkolleg (preparatory course) directly to Osnabrück University.
- Those students who have DAAD scholarships apply (via the DAAD) to Osnabrück University.
- Applicants with German citizenship always 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 non-EU 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/
The application period approximately starts at the end of May 2020.

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
49069 Osnabrück
GERMANY

Application deadline is 15th July 2020.

** The application period for Bachelor programs without admission restrictions will start in mid-August 2020. The application deadline is 30th September 2020.
* Applicants for single-subject Bachelor programs with admission restrictions (1st semester) will have to register with "Hochschulstart" before applying. More information is available here: https://www.uni-osnabrueck.de/studieninteressierte/bewerbung/online_bewerbung/hochschulstart.html (in German).

VII. 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/user_upload/download/application_forms/applicationMasterAbroad.pdf

Please always 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 have foreign university degrees and plan to apply for a teacher training Master's program, please contact the Admissions Office before applying: studentoffice@uni-osnabrueck.de

Please enclose the following documents along with your application:

- Printed online application form (with signature)
- 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/
- 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 Cognitive Science (Bachelor and short-term studies): Proof of Math knowledge
- 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/application-documents.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: www.uni-assist.de/standards_en.html

More detailed application information is available on our website, https://www.uni-osnabrueck.de/en/prospective-students/international-prospective-students/

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

sgd.
Maren Grosse-Woerdemann
Osnabrück, March 2020