

Number of Application:



Application for Course Admission

(Typed or in capital letters. Please mark the relevant boxes with a cross)

To
Bremerhaven University of Applied Sciences
Admissions Office
An der Karlstadt 8

D-27568 Bremerhaven

COURSE CHOICE:

(Please tick. In the case of several courses, please indicate your order of preference)

Bachelor Degree Courses:

- | | |
|--|--|
| Department 1 | Department 2 |
| <input type="checkbox"/> Food Technology / Food Economics | <input type="checkbox"/> Business Administration |
| <input type="checkbox"/> Energy Management in Buildings | <input type="checkbox"/> Business Informatics |
| <input type="checkbox"/> Industrial Plant Engineering | <input type="checkbox"/> Cruise Tourism Management |
| <input type="checkbox"/> Maritime Technologies | <input type="checkbox"/> Digital Media Production |
| <input type="checkbox"/> Medical Engineering | <input type="checkbox"/> Information Technology |
| <input type="checkbox"/> Sustainable Energy and Environmental technologies | <input type="checkbox"/> Transport/Logistics |
| <input type="checkbox"/> Production Engineering | |
| <input type="checkbox"/> Ship Operation Engineering | |
| <input type="checkbox"/> Ship Operation Engineering (abbr.) | |

Master Degree Courses:

- | | |
|---|--|
| Department 1 | Department 2 |
| <input type="checkbox"/> Biotechnology | <input type="checkbox"/> Management in medium sized Enterprises |
| <input type="checkbox"/> Medical Engineering | <input type="checkbox"/> Information Technology |
| <input type="checkbox"/> Process Engineering and Energy Technology | <input type="checkbox"/> Integrated Safety and Security Management |
| <input type="checkbox"/> Wind Energy Technology | <input type="checkbox"/> Logistics Engineering and Management |
| <input type="checkbox"/> Infrastructure Management and Public-Private Partnership | |
| <input type="checkbox"/> Embedded Systems Design | |

COURSE START

- Winter term (Winter term 2012/13)
 Summer term, only for higher terms (Summer term 2013)

Name, Forename(s) (in CAPITAL LETTERS please)

I AM APPLYING:

- as a new student (first term)
 for the following higher term _____
(please include details of your course achievements to date)
 for a trial course (e.g. for master craftsmen, certified technicians)
 for the classification examination
 in the framework of the ERASMUS Exchange Programme

For official use only!

Date of receipt

Matriculation No.

DSH/TestDaF required

TOEFL required

Application complete

Restricted admission:

Waiting period:

Special admission

Rejection

Other comments

Please paste your passport photograph here

INFORMATION SHEET FOR COURSE APPLICANTS

(Please read carefully / Please ensure your application is complete)

A. Documents to be included with the application:

1. University entrance qualification or final school-leaving certificate (certified copy)
2. Personally signed curriculum vitae, photograph
3. Copy of birth certificate or identity card/passport
4. Declaration of non-objection (when changing university or resuming a course)
5. Ex-matriculation certificate (when changing university or resuming a course)
6. Proof of sufficient knowledge of the German language (foreign applicants only)
7. Proof of sufficient knowledge of the English language (depending on the course)

B. Checking of foreign applications / UNI-ASSIST:

Bremerhaven University of Applied Sciences is a member of UNI-ASSIST (Service Office for Foreign Course Applications). Prospective students that do not come from the European Union (EU) should submit their applications directly to UNI-ASSIST. If the application is approved, it is referred to Bremerhaven University of Applied Sciences. The charge for the application must be paid by the applicant. More information is available at www.uni-assist.de.

C. Important notes:

1. New students are only admitted to the University in the winter term (exceptions for Ship Operation Engineering, some Master Degree Courses and ERASMUS exchange students)
2. For the current **university year 2012/2013**, applications with all documents and certificates must be submitted by **15 July 2012** at the latest. For applicants who have sat the German *Abitur* (or equivalent) prior to 15 January 2012, the deadline is **31 May 2012**.
3. The date applies on which the application is received by Bremerhaven University of Applied Sciences and not the date of the postmark. Applications received after the deadline will not be accepted.
4. Applicants without the German *Abitur*, or a similar qualification permitting university entrance, who apply for the classification examination must submit their documents by **30 April** of a given year at the latest.
5. The name of the applicant and of the course must be stated in all correspondence otherwise post cannot be answered.
6. It is recommended that foreign applicants apply in the spring of a given year in order to complete the subsequent procedures in conjunction with their application (visa etc.) in good time prior to commencement of the course.
7. Application documents should **not** be submitted **in folders** or similar. Applications will not be returned.
8. Please do not submit any original certificates, only certified copies.
9. Anyone applying for several courses must clearly identify priorities, i.e. please specify a preference ranking.

D. Contact persons in the Admissions Office:

"Student Affairs" Department
Telephone +49 (0) 471 / 48 23 - 160
Fax +49 (0) 471 / 48 23 - 127
Email: studsek@hs-bremerhaven.de

Admissions Office Opening Hours
(see also: www.hs-bremerhaven.de/Immatrikulations-_und_Pruefungsamt.html):
Monday, Wednesday, Thursday: 9.00 to 12.00 am
Thursday: 1.00 to 3.00 pm

E. Further information about the University and about studying there: www.hs-bremerhaven.de

1. Personal data

Name:			
Forename(s):			
Maiden/birth name:			
Place of birth:		Gender: Male <input type="checkbox"/> Female <input type="checkbox"/>	
Date of birth:		Telephone number:	
Nationality:		Email:	
Street/number:			
Cont. (c/o):			
Postcode/town/city:		Country:	

2. University career

Name of university	Course	From – to month /year	Qualification, date

3. Proof of university entrance qualification

- General certificate permitting admission to a university degree course
- Subject-specific certificate permitting admission to a university degree course
- Other university entrance qualification
(Please include confirmation from the local education authority, or similar, that the qualification permits university entrance)

Date when university entrance qualification was attained:	
Place where university entrance qualification was attained:	

4. Vocational training

Profession	From – to Month/year	Qualification, date

5. Work experience/placements related to the course

Professional employment, placements	From – to Month/year	Qualification, date

6. Military service, alternative service

(Development Service, Voluntary Social Year, Voluntary Ecology Year or caring for a child under 18 years of age or another person in the family in need of care up to a period of 3 years – PLEASE INCLUDE PROOF)

One of the above services completed?

Yes

No

Type of service:	
Dates (from – to):	

7. Particularities: Hardship, waiting periods, average grade

(only to be completed if applying for **courses where admission is restricted**)

I am applying for admission on the basis of extraordinary hardship:

Yes

No

(Please state your reasons on a separate sheet)

I request that a longer waiting period be taken into account:

Yes

No

(Please state your reasons on a separate sheet)

I request that a better average grade be taken into account:

Yes

No

(Please complete and include proof of "Average Grade". This can be obtained from the school)

8. Languages skills

Native language:

(Proof is included with the application) _____

Knowledge of **English***, if not native language: _____

(Proof, e.g. language certificate, is included with the application)

*Admission to certain courses is conditional on English language skills. Detailed information about language requirements can be found in the Internet on the pages of the individual courses under: <http://www.hs-bremerhaven.de>

Other **language skills** (please state): _____

Proof, e.g. language certificate, is included with the application.

9. Declarations

1. I confirm that all the information given in this application is full and accurate.
2. I am aware that giving false information can lead to expulsion from the course.
3. I have not concealed either a current or previous university course.

(Place, date)

(Applicant's signature)