



## 1. How can I apply?

*The University of Applied Sciences Kaiserslautern has authorized **uni-assist** to pre-check the credentials. Please use uni-assist and start your application at: <https://www.hs-kl.de/studium/studieninteressierte/bewerbungsverfahren/>.*

- *If you are a student without a German bachelor degree please use uni-assist. Students with a German Bachelor please use the Online-application portal of our university.*
- *Students that already applied a semester before via uni-assist and didn't start to study at Hochschule Kaiserslautern, can use our online-portal, instead of uni-assist.*
- *Please notice that we don't check the credentials in advance.*

## 2. When can I start to study?

*This program starts twice a year (winter semester in September/October and summer semester in March). Deadline for application is*

**May 31<sup>st</sup> for winter semester and December 1<sup>st</sup> for summer semester**

*There is no master study fee only 103,00 Euro social fees per semester (if you already have a master degree, master study fee is 650,00 Euro per semester for a second study course).*

## 3. What is the entry requirement?

*The actual admission requirements are:*

*1.) Degree (Diploma or Bachelor) from an accredited institution in **Economics or Business Administration**. Studies have to contain 6 theoretical semesters with a workload of 210 ECTS credit points (with a workload of 180 ECTS upon request to the Admissions Board). Candidates having less than 210 ECTS credit points from the bachelor are obliged to do a tailor-made study plan to reach the absent ECTS. **The equivalence of a foreign first degree has to be verified individually.***

*2.) If English is not native language: Sufficient knowledge of the English language (Level B2 GER) verified by TOEIC Listening and Reading with a score of at least 785, TOEIC Speaking and Writing with a score of at least 310,*



*TOEFL(iBT)-test score of at least 87 points, TOEFL(ITP)-test score of at least 543 points, IELTS 6.0, Cambridge English: First (FCE), Cambridge English: Business Vantage (BEC Vantage), LCCI Efb Level 2 (Distinction), LCCI Efb Level 3 (Pass) or equivalent.*

*3.) Approval by the Admissions Board normally based on interview.*

4. When does the window for Application start?

*You can send your application at least 4 weeks before the application deadline ends.*

5. Do I need to send my IELTS certificate directly from test center to you? Do I need to add motivation letter too? What are the required documents for this?

*Required documents:*

- *Passport photo with family name / surname and first / given name on the back*
- *Curriculum vitae / Resumé*
- *Motivation letter*
- *Module choice*
- *Certified photocopies of:*
  - *School leaving certificate with a German or English translation by sworn translator*
  - *Bachelors Diploma(s) or equivalent diploma(s) from a national/international higher education institution with a German or English translation by sworn translator including final transcript(s) or equivalent marks/grades*
  - ***Proof of English***
  - *APS Certificate (only for Chinese, Mongolian and Vietnamese applicants)*

6. What's the course language? Are the courses in English or German?

*For the master's program "Financial Service Management" the courses are in English.*



7. Do I have to do the language proficiency test?

*Applicants who are **not native speakers of English**:*

*Sufficient knowledge of the English language (Level B2 GER) verified by TOEIC Listening and Reading with a score of at least 785, TOEIC Speaking and Writing with a score of at least 310, TOEFL(iBT)-test score of at least 87 points, TOEFL(ITP)-test score of at least 543 points, IELTS 6.0, Cambridge English: First (FCE), Cambridge English: Business Vantage (BEC Vantage), LCCI EfB Level 2 (Distinction), LCCI EfB Level 3 (Pass) or equivalent.*

*If all the courses of your Bachelor course of study have been in English, you can provide a **diploma supplement** or an equivalent document from your university and you don't have to do an English test.*

8. How long are the English certificates valid?

*The results of your English certificates like TOEIC, TOEFL and IELTS are generally valid for around 2 years.*

9. I obtained my 2nd degree while I was studying in an EU-Country. The course was taught entirely in English. We wrote our bachelor thesis in English as well. Is it a good proof of English proficiency, or it's not sufficient enough?

*If all the courses of your Bachelor course of study have been in English, you can provide a diploma supplement or an equivalent document from your university and you don't have to do an English test.*

10. Do I need a GMAT or GER to apply?

*No.*

11. Where can I get help to find an apartment in Zweibrücken?

*There are no apartments offered by the University. You will have to apply for a room in the student dorm via the following website <http://www.studierendenwerk-kaiserslautern.de/kaiserslautern/>.*

*If there is no room available you will have to live in a private apartment. (<http://www.studierendenwerk-kaiserslautern.de/zweibruecken-en-US/housing/>)*



12. How much is the tuition fee?

*There is no tuition fee, but you will have to pay for the enrolment every semester and the student card once. At the moment the enrolment fee is about **103,00€** and the student card is about **8,00€**. (if you already have a master degree, master study fee is 650,00 Euro per semester for second study course). These costs are mandatory also for non-EU students.*

13. Is it possible to receive financial aid as an international student?

*Also the international students can apply for the following scholarships:*

- <https://www.hs-kl.de/international/international-office/international-office-english/events-deadlines/tenders/>
- <https://www.hs-kl.de/hochschule/referate/wirtschaft-und-transfer/deutschlandstipendium/deutschlandstipendium-studierende/>

14. Is it possible to apply for one of that programme having two bachelor degrees (both in the field of tourism (tourism + hospitality management)?)

*The academic requirements for the admission are a proof of a degree in an **economics, business, management, or finance degree program** or equivalent. If your degree is equivalent needs to be decided by the admission boards of admission.*

15. Besides the Bachelor's degree I also have a Master's Degree in Economics. So can I again apply for a Masters' program?

*Yes, you can apply for a master's program at the University of Zweibrücken. If that is a second master program, the tuition fees are **650,00Euro per semester**.*

16. Do you offer any Language courses like IELTS preparation course?

*The University in Zweibrücken offers language courses during the semester breaks. There are also international known skill tests for English (TOEIC) and French (TFI):*

<https://www.hs-kl.de/hochschule/servicestellen/sprachenzentrum/kurse/>



17. Can I enroll through the online-portal or do I have to contact uni-assist?

*Applicants with a first degree from outside of Germany have to send their application with all needed documents to uni-assist (Arbeits- und Servicestelle für Internationale Studienbewerber). The steps of application are well explained on the website of uni-assist ([www.uni-assist.de](http://www.uni-assist.de)). During the online application process at uni-assist you will get all information about admission requirements and required documents. The online **application board will open at the beginning of May / November***

18. Am I eligible to apply for the program if I am from a non-EU member country?

*The country of origin, if EU or non- EU, is irrelevant for the admission. Applicants with a first degree from outside of Germany have to send their application with all needed documents to uni-assist.*

19. In the program's website it is mentioned that the intake of this program is typically 15 students per semester. Is this number fixed for every semester?

*The number of admissions is based on the **quality of the applications** and the **proved requirements of the applicants**.*

20. Do you do a preliminary check of documents before application?

*Please understand that we **can't** check eligibility in advance and without an official application. uni-assist is responsible for the verification and assessment of foreign degrees, marks and certificates.*

*Please note that we don't offer any preregistration, admission will only be granted if all admission requirements are fulfilled (first degree has to be completed).*