

October 2010

**Application for admission to a degree course at the Hochschule Bremen
 for Bachelor and Diploma courses**

Applicant No. (for official use only!)	Student ID number (for official use only!)	Photograph (Please affix a passport photograph with your name on the back!)
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Hochschule Bremen
 Pre-Study Course/IFK
 Werderstraße 73
 28199 Bremen
 Germany

Please print!

Tick where appropriate!

- New student
- Advanced student, ____ semesters
- Winter term 20____/____

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Only one degree course per application form!!!

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Business, Business Law, Economics

- European Degree Course in Business and Administration B.A.
- International Degree Course in Global Management B.A.*
- International Degree Course in Economics, B.A.
- International Degree Course in Tourism Management B.A.
- International Degree Course in Tax and Business Law, Dipl. (FH)
- Business Administration B.A.
- European Finance and Accounting B.A.
- International Degree Course in Business Administration/International Management B.A.*
- Trade Management B.A.
- Applied Business Languages and International Business Management B.A.*
- Shipping and Chartering B.A.

Engineering and Applied Science

- International Degree Course in Industrial Engineering B.Eng.
- Architecture B.A.
- Civil Engineering B. Sc.
- International Degree Course in Environmental Engineering B. Sc.
- Communication Systems B. Sc.
- Technical Computer Science B. Sc.
- International Degree Course in Technical Computer Science B. Sc.
- Dual Degree Course in Computer Science B. Sc.
- International Degree Course in Micro-Opto Systems Engineering B. Sc.
- International Degree Course in Media Computer Science B. Sc.
- International Degree Course in Computer Science for Women B. Sc.
- International Degree Course in Digital Media B. Sc.

Physics B. Sc.

- International Degree Course in Imaging
- Dual Degree Course in Mechatronics B. Eng.
- Mechanical Engineering, B. Eng.
- Energy Engineering B. Eng.*
- Dual Degree Course Mechanical Production and Engineering B. Eng.
- International Degree Course in Industrial Management and Engineering China B. Eng.
- Dual Degree Course in Aviation Systems Engineering and Management B. Eng.
- International Degree Course in Aviation Systems Engineering and Management – Maintenance B. Eng.
- Maritime Transportation (“Nautical Science”) Dipl. (FH)
- Naval Architecture and Marine Engineering B. Eng.
- International Degree Course in Naval Architecture and Marine Engineering B. Eng.
- Cooperative Degree Course in Naval Architecture and Marine Engineering B. Eng.
- International Degree Course in Industrial and Environmental Biology B. Sc.
- International Degree Course in Biomimetics B. Sc.

Please note:

*For the choice of majors for the (International) Degree Courses **Global Management, Business Administration/International Management, Applied Business Languages and International Business Management, Tax and Business Law** the additional appendix 1 has to be filled in!

1. Personal details			
Surname:		Suffix:	
First name(s):		Birth name:	
Date of birth:		Place of birth:	
Nationality:		Sex:	<input type="checkbox"/> female <input type="checkbox"/> male
Street/ House number:			
Post code – Town / Country:			
/			
Additional information (c/o):			
Telephone:		E-mail:	
Mobile phone:			

2. Higher Education at university level			
I have previously been matriculated as a student at a university in the Federal Republic of Germany.			Yes <input type="checkbox"/> No <input type="checkbox"/>
All universities attended <u>within/outside</u> the Federal Republic of Germany			
University/Country	Attended from - to	Degree Course	Successful completion
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>
I have not passed the final resit of a preliminary or final exam at a university. Yes <input type="checkbox"/> No <input type="checkbox"/>			
Previously, I have studied _____ semesters at a German university. (If applicable, at which university?)			
University: _____ Degree Course: _____			

9. The following documents are to be attached to the application for admission:

Note: Please submit documents without folders, covers etc.

Personal documents (e.g. certified photocopies of transcripts, reports etc.) will only be sent back after the completed application process if a **stamped addressed envelope (SAE, DIN- A- 4/EURO 1,45)** is enclosed.

Please note that all submitted documents will be **punched** for procedural reasons.

If photocopies are to be handed in, they have to be certified (this applies to the Higher Education Entry Qualification, to documented evidence of professional training or internships), otherwise the photocopies can be presented together with the original document at the Hochschule Bremen.

- Photocopy of a National Identity Card or Passport
- Curriculum Vitae in tabular form
- Higher Education Entry Qualification (photocopy of the leaving certificate)
- Statement (1 to 2 pages) containing the following information:
 - Reasons for the selection of the specific degree course
 - Aspired career goals for which the degree course is relevant
 - Assessment of own background knowledge and study requirements
 - Details about the support and information you were provided with by the Hochschule Bremen including, if applicable, the participation in an aptitude test

- Documented evidence of completed professional training (photocopy of the certificate, etc.)

- Documented evidence of relevant internships (photocopy of the reference or contract)

- Documented evidence of services carried out under section 4 of the application (to be submitted after completion)

- Residence permit (only for foreign nationals)

- German language qualification (only for applicants of Course B)

- Stamped addressed envelope (DIN-A-4/EURO 1,45,-) (see above)

- Only applicable for the B.A. degree course in **Architecture**: successful passing of the creative-artistic aptitude test

Specific documented evidence for the admission process

- Special application: admission in cases of hardship (appendix 2)

In case of transfer from a different university or readmission the following additional documents are to be handed in:

- Certificate of non-objection (certificates from all formerly attended universities stating that no objections are raised with regards to the student's continuation of the **same degree course** at the Hochschule Bremen)
- Complete record of all results which have or have not been obtained until the start of the degree course including details concerning the weekly hours, result reports of preliminary, intermediate and final examinations, contents of the subjects for which evidence of academic achievement is submitted

- Evidence of removal from the student registers of all formerly attended universities (does not have to be presented until matriculation **after the applicant has been offered a place**)