

## General Information for University Applicants (German or non-German) with non-German Educational Qualifications

Dear Applicant,

Thank you for your interest in a place on a degree program at the University of Wuppertal (BUW). You will find general information about the university on our homepage:

[www.uni-wuppertal.de](http://www.uni-wuppertal.de)

For more detailed information on degrees and programs, visit the Central Student Counseling Service (ZSB) website at [www.zsb.uni-wuppertal.de](http://www.zsb.uni-wuppertal.de). For information and tips on living in Wuppertal visit the *Studentenwerk* (Association of Student Affairs) website at [www.hsw-international.de](http://www.hsw-international.de)

Before submitting your application, it is important that you inform yourself about the admission requirements for the various degree programs offered in this country. You will find information about studying in Germany at

[www.study-in.de](http://www.study-in.de) and [www.germany-opportunities.de](http://www.germany-opportunities.de)

For information on the evaluation of school and university qualifications from countries other than Germany, visit

[www.anabin.de](http://www.anabin.de)

Applicants with non-German educational qualifications (here called "international students") should contact BUW International Office

Frau Kreimendahl  
Tel.: +49 202 439 3836

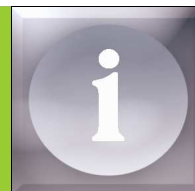
Frau Rademacher  
Tel.: +49 202 439 3264

Main Campus – Griffenberg  
Building O, Floor 06, Rooms 12 & 13  
Office hours: Monday–Friday 8.30–12.00 and by personal appointment.  
E-mail: [aaa@verwaltung.uni-wuppertal.de](mailto:aaa@verwaltung.uni-wuppertal.de)  
<http://www.internationales.uni-wuppertal.de>

### **1. Proficiency in German – requirements for admission to a degree program at BUW**

Applicants who are not German native speakers and whose qualifications for admission to BUW have not been gained in a German-speaking environment must, if they seek admission to a degree program held in German, provide evidence of proficiency in German before beginning the program.

The minimum proficiency requirement for enrollment on such a degree program is adequate performance at level 2 of the approved German Language Test for University Admission (DSH). DSH tests taken at other universities and institutes of higher education will only be accepted if the relevant DSH test regulations were registered with the Standing Conference of University and College Rectors (HRK): [http://www.hrk.de/de/download/dateien/DSH\\_Registr.FP11\\_09.pdf](http://www.hrk.de/de/download/dateien/DSH_Registr.FP11_09.pdf)



Applicants who intend to take the DSH test at BUW must – along with evidence of their admission to a degree program – provide evidence of proficiency in German in the form of the Central Intermediate Level Examination of the Goethe Institute, or level C1 of the European Reference Framework, or TestDaF with grade 3 pass in all sections, or 1000 hours of German language teaching.

The DSH test is held twice a year at BUW (March/September). An entrance fee of €100 is charged.

Applicants who have gained one of the following qualifications are exempted from the DSH test:

- language certificate of the Standing Conference of State Education Ministers (*Kultusministerkonferenz*), level II;
- German Central Upper School Examination (*Zentrale Oberstufenprüfung*);
- language certificate of the Goethe Institute, level I or II (*Grosses/Kleines Sprachdiplom*);
- test of German as a Foreign Language (TestDaf) with (at least) grade 4 pass in all sections.

BUW's Language Center is an authorized examination center for TestDaF. TestDaF is an alternative to the DSH test, and is of interest above all to applicants who have not yet been admitted to a degree program at BUW. For further information on TestDaF visit [www.testdaf.de](http://www.testdaf.de) or go direct to the Language Center web site at [www.sli.uni-wuppertal.de](http://www.sli.uni-wuppertal.de).

## **2. German language courses**

BUW offers applicants whose mother tongue is not German, and who can provide evidence of right of admission to a university, the opportunity to attend preparatory German language courses. A fee of €500 per semester is charged. For exceptionally qualified applicants (see p. 4) this fee may be waived on application for up to two semesters.

Participants in BUW's preparatory German language courses will be enrolled at the university for a maximum of three semesters and receive a student ID card. In order to be enrolled, students require private health insurance. For each semester of the course they are also (in addition to the €500 course tuition fee) obliged to pay the regular semester fee, which includes a regional public transport pass (*Semesterticket*) valid for the whole of North Rhine-Westphalia (NRW).

Regular intensive German courses are offered throughout the year, progressing from levels A1 & A2 (elementary), through B1 & B2 (intermediate), to C1 & C2 (advanced). Placement at a specific level is on the basis of a test held at the beginning of the course. The courses are 40 weeks long with at least 20 hours teaching per week. Vacations follow the NRW school vacation schedule. The courses end with the final test of the C2 course. Students must pass this test in order to be admitted to the DSH test at BUW.

Applications for the German course should be submitted along with your application to study at BUW via uni-assist (see p. 3).

German courses are also offered for:

- External DSH candidates who did not pass the test at the required level (DSH2): they may enroll in the German course for one semester only.
- German nationals whose educational qualifications are not from Germany.

Applications in these cases are to be submitted directly to BUW International Office.

Further courses in specialist German are offered by BUW's Language Center for students of the humanities, economics, science, and the technology disciplines who are already pursuing their major subjects. The Language Center also offers parallel German courses tailored specifically to the needs of students enrolled in BUW's English language degree programs.



### **3. Applying to study at BUW**

Applications for a place on a BUW degree program should be sent to the Application Service for International Students: **uni-assist** (for exceptions see below):

Please apply to the following address:

**Bergische Universität Wuppertal  
c/o uni-assist e.V.  
Helmholtz Strasse 2-9  
10587 Berlin / Germany**

For your application to be processed by **uni-assist**, you will have to pay a fee as follows:

- for one application, or for the first of several applications: **€55**, with the following exceptions:
- applicants from EU countries are charged **€30**,
- applicants from the People's Republic of China (PRC) who have already completed the application procedure with the *Akademische Prüfstelle* (APS) in Beijing are charged **€25**,
- for each additional application for admission to a different university in Germany applicants are charged **€15** in all cases.

For further information in various languages on the uni-assist application procedure visit [www.uni-assist.de](http://www.uni-assist.de)

Applicants from the PRC, Mongolia or Vietnam should enclose their APS certificate with their application. If you do not yet have this certificate, contact APS at the German Embassy in Beijing: [www.deutschebotschaft-china.org](http://www.deutschebotschaft-china.org), [www.ulan-bator.diplo.de](http://www.ulan-bator.diplo.de) or [www.hanoi.diplo.de](http://www.hanoi.diplo.de).

Application deadlines for a place at the University of Wuppertal:

**for programs starting in the next summer semester: November 15 – January 15**  
**for programs starting in the next winter semester: May 15 – July 15**

### **Exceptions to the uni-assist application procedure**

#### **You want to enroll in a degree program in Architecture or Industrial Design at BUW?**

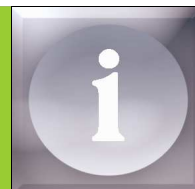
- Applicants for these subjects must first submit evidence of personal aptitude in the subject of their choice. Applications for the aptitude test must be addressed directly to BUW Faculty of Architecture, Art and Design. For information on procedures, deadlines, and documentation required, visit the homepage of the department or subject concerned. Once you have passed the aptitude test, application papers for university enrollment will be mailed to you by BUW International Office.

#### **You want to transfer from a different German university to study the same subject at BUW?**

- In this case apply direct to BUW International Office, Gauss Str. 20, 42119 Wuppertal / Germany.

#### **You have a scholarship from a German sponsoring/funding agency, and want to enroll at BUW for a maximum of two semesters without taking a degree?**

- In this case apply direct to BUW International Office, Gauss Str. 20, 42119 Wuppertal / Germany.



#### **4. Application for admission to a degree program**

The application form for admission to a degree program must be accompanied by a copy of your passport and of all the educational certificates you gained in connection with your secondary education. This means:

- non-German school-leaving certificates, with grade or grades achieved;
- certificate of any university entrance examination taken in your home country, or university admission test at a preparatory institute ("Studienkolleg") in Germany or the TestAS certificate;
- evidence of completion, or part completion, of a degree program (subject and grade transcripts, diploma or degree certificate etc.);
- evidence of proficiency in German.

Officially certified copies of all original documents must be submitted. If the certificates are in a language other than English, French or German, an officially certified translation into German must also be submitted.

If you are or were at any time enrolled at a German university or institute of higher education, enclose your current (or most recent) certificate of registration ("Immatrikulationsbescheinigung") detailing the subject and number of semesters studied.

#### **5. Tuition fees**

A general tuition fee of €500 per semester is levied at BUW.

Exceptionally qualified applicants with an average grade equivalent to 1.8 or better in the German system, or a grade of 60% or more in the Test for Academic Studies ([www.testas.de](http://www.testas.de)), may on application be exempted from this fee for the first two semesters of their degree program.

#### **6. Student residence halls**

Inquiries about accommodation in student residence halls should be addressed to the Student Social Services (*Hochschul-Sozialwerk*), Wuppertal at [www.hsw.uni-wuppertal.de](http://www.hsw.uni-wuppertal.de) or [www.hsw-international.de](http://www.hsw-international.de)

For information on furnished accommodation in the Wuppertal area visit:  
[http://www.uni-wuppertal.de/studium/studium\\_international/p\\_pics/Unterkuenfte.pdf](http://www.uni-wuppertal.de/studium/studium_international/p_pics/Unterkuenfte.pdf) .

We look forward to receiving your application and wish you every success with your studies in Germany.

**International Office**

**University of Wuppertal**