**Student Administration / Studienamt**
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Technische
Hochschule
**Rosenheim**

**Information on applications
for the Master's degree programme in Engineering Sciences
at Rosenheim Technical University of Applied Sciences**

### 1. Admission requirements

Admission to the Master's degree programme requires a Bachelor's degree in Electrical Engineering and Information Technology, Mechatronics, Mechanical Engineering, Plastics Engineering or an equivalent technical/economic degree or engineering degree, or an equivalent qualification obtained in Germany or abroad. An overall grade of "good" or higher is required.
Admission to the degree programme also requires a good command of English and German. You can find more detailed information in the applicable Study and Examination Regulations here:
*https://www.th-rosenheim.de/studium-und-weiterbildung/im-studium/studienorganisation/studienregelungen/studien-und-pruefungsordnungen-und-studienplaene*

### 2. Applications

It is possible to start studies in either a winter or summer semester. Applications for the **summer semester** can be made from 1 November until 15 December (start of studies:15 March), and applications for the **winter semester** can be made from 1 April until 15 June (start of studies: 1 October).

Please be aware that it is in your own interest to submit your application as early as possible. You must register online on our website *https://www.th-rosenheim.de/en/studies-and-further-education/before-your-studies/application-admission-enrolment*, where you will also upload all the necessary documents for your application. Many applicants overlook to also complete and submit the online application. Please do not forget!

**Please do not send us any postal applications - we are unable to consider any applications submitted by post (online application procedure)!**

You can find help in the helpboxes in the online-application or via our **FAQs** on this website
https://www.th-rosenheim.de/en/studies-and-further-education/before-your-studies/application-admission-enrolment/faq-application

The following documents must be uploaded with your online application:

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*The following documents must be uploaded by no later than 15 June / 15 December:*

- **The "curriculum vitae" form** (which is available to download during the online application).

- **If available, a diploma supplement or transcript of records** as proof that you have achieved the required number of ECTS credits during your first/undergraduate degree. You do not have to provide this document if the ECTS credits are shown on the degree certificate. Applicants who studied for their first/undergraduate degree at Rosenheim Technical University of Applied Sciences do not need to submit this document. You may need to submit a German or English translation produced by an officially appointed translator.

- **If applicable, evidence of the grading system for your first/undergraduate degree**, including details of the highest and lowest possible pass grades (if this is different to the German grading system).

- **Proof of change of name, if necessary (e.g. marriage certificate)**
We don't accept a proof of the medium of instruction in the Bachelor Degree course!!

- **Proof of English language skills**

We recognise the following certificates:

1. TOEFL with 550 or more points
2. CBTOEFL with 213 or more points
3. Internet-based TOEFL with 84 or more points
4. IELTS (academic) with a band score of 6.0 or higher
5. Cambridge CEFR CPE at Grade C or higher
6. Cambridge CEFR CAE at Grade B or higher
7. A grade of at least "good" in the "Technical English" module or a comparable English module from a previous degree or school qualification.

Native English speakers are not required to submit proof of adequate English language skills.

- **Proof of German language skills**

If German is not your native language, sufficient German language skills must be evidenced by passing German courses at a university which amount to at least 4 ECTS credits, or via the following certificates:

1. Deutsches Sprachdiplom Level 1 (level GER A2/B1)
2. Goethe certificate at level A2
3. ÖSD certificate at level A2
4. TELC certificate at level A2.

- **Diploma or bachelor's degree from a first degree in Germany**

(if not already handed out, a confirmation of grades can be submitted as proof of the successfully completed first degree). If necessary, a German or English translation, issued by an officially appointed translator, must be uploaded. The overall examination grade should definitely be shown! Please note the last page of the leaflet if you have not completed your first degree by the application deadline.
or
If necessary, **preliminary review documentation (VPD) "uni-assist"**
(applies if the first degree was NOT acquired at a German educational institution);
Link to uni-assist: https://www.uni-assist.de/bewerben/

If you did not obtain your higher education entrance qualification at a German institution, you will need a valid VPD (Vorprüfungsdokumentation) from uni-assist. Uni-assist is then going to review your documents if they match the admission requirements for German universities. Please make sure to apply for either a Bachelor VPD (for a bachelor's degree programme) or a Master VPD (for a master's degree programme)! You will be able to apply to uni-assist from 1. September (summer semester) and 1. March (winter semester). Register with uni-assist. Upload your higher education entrance qualifications/school or university leaving certificates. Apply to TH Rosenheim with your valid VPD. Your VPD does not expire. TH Rosenheim will accept VPDs made out for other German universities or universities of applied sciences in the relevant field of studies.

*Please upload the following by enrolment at the latest (see letter of acceptance for deadline):*

- **Reporting procedure for health insurance**

At the time of enrolment at the latest, we need an electronic report from your health insurance company about your insurance status (M10). Please contact your health insurance company about this – the earlier the better. Your health insurance company will then send the necessary report to us. Please provide them with our sender number H0000974.

- **Proof of payment of the student union contribution to the amount of € 85**

(e.g. account statements or screenshot online banking)

After you have applied for enrolment via Rosenheim Technical University of Applied Sciences' online applicant portal, it will generate a PDF file for you where you can find the bank details for the student union contribution. Please make sure you state the transaction reference given here, otherwise we will not be able to allocate your payment to you!

Please wait until you receive confirmation of admission before transferring any payments!

- **Certificate of removal from the university register, if necessary**

with details of the university semester or study times (not necessary for applicants who studied/are studying at Rosenheim Technical University of Applied Sciences or for degrees outside of Germany).

- **Certificate of higher education entrance qualification obtained at a German, Austrian or Swiss educational institution in German or English language**

- **For applicants from India: Certificate of the Academic Evaluation Center (APS)**

- **For war refugees who cannot prove German language skills in time:**

Proof of a residence permit according to § 24 Aufenthaltsgesetz (e.g. copy of the check card, which is issued by the immigration authorities).

### 3. Information for applicants from non-EU countries

Please apply early because experience has shown that the application process for a residence permit takes several weeks. Please find information about housing options on the Internet at www.th-rosenheim.de/housing.

### 4. Information for war refugees

War refugees who have a residence permit in accordance with Section 24 of the Residence Act (AufenthG - residence grant for temporary protection) can provide proof of the required German language skills up to the 2nd semester.

War refugees who have a residence permit in accordance with Section 24 of the Residence Act (AufenthG - residence grant for temporary protection) can also submit a DAAD language certificate (English B2) from the Language Centre at TH Rosenheim as proof of the required English language skills. Information on the DAAD language certificate (English B2) can be found on the Internet at www.th-rosenheim.de/en/studies/language-centre/language-certificates/.

### 5. Further procedure

If you are accepted, you must apply for enrolment in the online applicant portal and upload the missing documents indicated there by 28 February (to start in the summer semester) or by 31 August (to start in the winter semester). If you apply to multiple degree programmes, please apply for enrolment for only one programme.

If someone is authorised (in writing) to represent you, please inform this person of the importance of the deadlines! Negligence by an authorised representative will lead to you being excluded from the procedure, just as your own negligence would.

If you have applied for enrolment in the online applicant portal by 28 February (to start in the summer semester) or by 31 August (to start in the winter semester) and Student Administration has all the required documents (processing status in the online applicant portal: "Enrolment application in progress") you will receive your study documents in the mail. There is no need to enrol in person. We will inform you about important enrolment information by e-mail.

**What should you do if you have not yet completed your first degree by the time the semester starts?**

In this case, on the day of registration, Student Administration will send you temporary guest access for all online services at Rosenheim Technical University of Applied Sciences. Student Administration will inform you of the time and place. Please get in touch with Student Administration once your overall examination result has been announced to find out about enrolment.

**Enrolment will need to be denied if the first degree has not been completed by the date of the first examination in the Master's degree. Completed means that the final overall examination result must have been submitted!**

**Important note for applicants who have gained at least 180 ECTS credits but not more than 210 ECTS credits in their first/undergraduate degree:**

In order to pass the Master's examination, proof must be provided of the missing credits, or they must be caught up from the range of relevant courses at Rosenheim Technical University of Applied Sciences. The Examination Committee shall determine which study achievements and examinations need to be taken additionally in the degree programme. In some cases, relevant vocational or professional work periods may be credited to the missing ECTS credits. Proof of a total of 300 ECTS credits (incl. first course of studies) is therefore required to successfully obtain your degree qualification. Applicants with fewer than 180 ECTS credits from their first degree cannot be admitted to the Masters' degree programme.

*If we suspect forgery, we reserve the right to view the original document! Forging documents is a criminal offence according to Section 267 of the German Criminal Code and will be reported immediately!*

*Only Bachelor degrees from the following Indian Institutions are recognized for the Master´s degree program in engineering sciences.*

*The following institutions from India are accepted:*

| Name | City | State |
| --- | --- | --- |
| Indian Institute of Technology Madras | Chennai | Tamil Nadu |
| Indian Institute of Technology, Delhi | New Delhi | Delhi |
| Indian Institute of Technology, Bombay | Mumbai | Maharashtra |
| Indian Institute of Technology Kanpur | Kanpur | Uttar Pradesh |
| Indian Institute of Technology, Kharagpur | Kharagpur | West Bengal |
| Indian Institute of Technology, Roorkee | Roorkee | Uttarakhand |
| Indian Institute of Technology Guwahati | Guwahati | Assam |
| National Institute of Technology, Tiruchirappalli | Tiruchirappalli | Tamil Nadu |
| Indian Institute of Technology Hyderabad | Hyderabad | Telangana |
| National Institute of Technology Karnataka, Surathkal | Surathkal | Karnataka |
| Jadavpur University | Kolkata | West Bengal |
| Vellore Institute of Technology | Vellore | Tamil Nadu |
| Indian Institute of Technology (Banaras Hindu University) Varanasi | Varanasi | Uttar Pradesh |
| Indian Institute of Technology (Indian School of Mines) | Dhanbad | Jharkhand |
| National Institute of Technology Rourkela | Rourkela | Odisha |
| Indian Institute of Technology Indore | Indore | Madhya Pradesh |
| Anna University | Chennai | Tamil Nadu |
| Institute of Chemical Technology | Mumbai | Maharashtra |
| Amrita Vishwa Vidyapeetham | Coimbatore | Tamil Nadu |
| Indian Institute of Technology, Mandi | Mandi | Himachal Pradesh |
| National Institute of Technology Warangal | Warangal | Telangana |
| Indian Institute of Technology Ropar | Rupnagar | Punjab |
| Indian Institute of Technology, Gandhinagar | Gandhinagar | Gujarat |
| S.R.M. Institute of Science and Technology | Chennai | Tamil Nadu |
| Amity University | Gautam Budh Nagar | Uttar Pradesh |
| Jamia Millia Islamia, New Delhi | New Delhi | Delhi |
| Siksha `O` Anusandhan | Bhubaneswar | Odisha |
| Thapar Institute of Engineering and Technology | Patiala | Punjab |
| Birla Institute of Technology & Science - Pilani | Pilani | Rajasthan |
| Indian Institute of Technology Jodhpur | Jodhpur | Rajasthan |
| National Institute of Technology, Calicut | Kozhikode | Kerala |
| Visvesvaraya National Institute of Technology, Nagpur | Nagpur | Maharashtra |
| Indian Institute of Technology, Patna | Patna | Bihar |
| National Institute of Technology Durgapur | Durgapur | West Bengal |
| Delhi Technological University | New Delhi | Delhi |
| Indian Institute of Technology Bhubaneswar | Bhubaneswar | Odisha |
| Aligarh Muslim University | Aligarh | Uttar Pradesh |
| National Institute of Technology, Silchar | Silchar | Assam |
| Kalasalingam Academy of Research and Education | Srivilliputtur | Tamil Nadu |
| Indian Institute of Engineering Science and Technology, Shibpur | Howrah | West Bengal |
| Other Indian Institute | | |