



# YOUR CHECKLIST

## on applications for the Master's degree programme in Engineering 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.

For applicants from India: a list of institutes whose Bachelor's degree programs have already been recognized as relevant by the TH Rosenheim can be found at the end of this checklist. However, Bachelor graduates from other institutes can also apply. These degrees will be reviewed by the faculty on a case-by-case basis.

You can find more detailed information in the applicable Study and Examination Regulations here:

 [Study and examination regulations and curricula.](#)

#### Study and examination regulations and curricula



### 2. Applications

It is possible to start studies in either a **winter** or **summer semester**.

#### Application period:

**Summer semester** 1 November to 15 December

**Winter semester** 15 April to 15 July

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 where you will also upload all the necessary documents for your application.

 [www.th-rosenheim.de/studienbewerber.html](http://www.th-rosenheim.de/studienbewerber.html)

You can find help in the helpboxes in the online-application or via our  [FAQs](#) on this website

#### Application portal



#### Attention: online application procedure

Please do not send us any postal applications - we are unable to consider any applications submitted by post!



# YOUR CHECKLIST

## on applications for the Master's degree programme in Engineering Sciences


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

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

Applicants from Austria or Switzerland must submit their diploma or Bachelor's degree certificate from their first degree programme.

○ **Diploma or Bachelor's certificate from your first/undergraduate degree obtained 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 this checklist if you have not completed your first degree by the application deadline.

○ **„uni-assist“ preliminary review documentation if applicable**

 [www.uni-assist.de/en/how-to-apply/](http://www.uni-assist.de/en/how-to-apply/) (applies if your first/undergraduate degree was NOT acquired at a German educational institution)

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 a **Master VPD**. You can apply at uni-assist all year round:

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 is valid for one year.

Matriculation certificates from general education schools (e.g. Gymnasium, Realgymnasium, (e.g. Gymnasium, Realgymnasium, Upper secondary school, Gymnasium for professionals, general secondary schools with special consideration of arts or sports education, etc.) and the education, etc.) and the matriculation certificates as well as matriculation and diploma certificates of vocational schools (e.g. higher technical and commercial colleges, commercial academies, higher agricultural and forestry educational institutions, educational institutions for kindergarten pedagogy, colleges, etc.).

○ **Proof of language skills**

### English language skills

The qualification requirement for the English-language degree program is English proficiency at level B2 of the Common European Framework of Reference (CEFR) for languages. These can in particular be demonstrated by:

- Internet-based TOEFL with a score of 72 points or more
- TOEIC with 785 points or more
- IELTS with band 6.0 or higher
- Cambridge CEFR B2 First (FCE) with Grade C (min. 160 points) or higher
- Cambridge CEFR C1 Advanced (CAE) with Level B2 (min. 160 points) or higher
- TELC Certificate English B2 or higher
- Pearson PTE Academic, 60 points or more
- At least 6 years of school English with at least the grade „sufficient“ in the senior year, as evidenced by a German language university entrance qualification or an equivalent, recognized university entrance qualification from a non-German school
- completed English-language bachelor's or master's degree program
- completed English language studies in Germany and abroad
- A grade of at least „good“ in the module ‚Technical English‘ or a comparable English module from the previous German-language degree



# YOUR CHECKLIST

## on applications for the Master's degree programme in Engineering Sciences

Native English speakers are not required to submit proof of adequate English language skills. In cases of doubt or if no proof is available, the passing of a language test comparable to the above-mentioned proofs at TH Rosenheim may be required.

### German language skills

If you do not have a German-language university entrance qualification, you must provide evidence of German language skills for English-taught degree programmes at level A2 or higher according to the CEFR (Common European Framework):

- German language diploma DSD level 1 (level CEFR A2/B1) or higher
- Goethe Certificate A2 or higher
- TELC Certificate A2 or higher
- ÖSD Certificate A2 or higher
- German language test for university admission DSH 1 or higher
- Test of German as a foreign language TestDaF TDN 3 or higher
- passed German courses at a university in Germany with a minimum of 4 ECTS credits at level A2 or higher according to the CEFR
- Certificate „Prüfung zur Feststellung der Eignung ausländischer Studienbewerber für die Aufnahme eines Studiums an den Hochschulen in der Bundesrepublik Deutschland“ (Feststellungsprüfung)
- completed German language Bachelor's or Master's degree program
- completed German studies in Germany or abroad
- German at level A in the final certificate of the International Baccalaureate Diploma Programme

Not applicable for applicants with a period of study at the TH Rosenheim or studies within the Federal Republic of Germany.

Native German speakers are not required to submit proof of adequate German language skills. In cases of doubt or if no proof is available, the passing of a language test comparable to the above-mentioned proofs at the TH Rosenheim may be required. The respective examination board decides whether the admission requirements are met.

### ○ “curriculum vitae” form

The use of the form is mandatory, otherwise your application cannot be processed. This form can be downloaded from the online application portal.

### ○ 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.



# YOUR CHECKLIST

## on applications for the Master's degree programme in Engineering Sciences

- 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)

### Please upload until enrolment (latest see letter of acceptance for deadline):

- Reporting procedure for health insurance** in the form of an electronic report on your insurance status (M10). Please quote our **sender number H0000974** and the health insurance fund will send the required report to us.

- Proof of payment of the student union contribution to the amount of € 85,-**  
After you have applied for enrolment via Rosenheim Technical University 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!

A proof may be a copy of the money transfer on your bank account

- 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 or for degrees inside of Germany

### 3. Applicants from non-EU countries abroad

Please send your applications in early, as experience has shown that the application procedure for a residence permit takes several weeks

### 4. Information for war refugees

War refugees who have a residence permit in accordance with Section 24 of the Residence Act (Act on the Residence, Economic Activity and Integration of Foreigners in the Federal Territory) can submit **the evidence of sufficient German language skills later, by the 2nd semester.**

War refugees who have a residence permit in accordance with Section 24 of the Residence Act (Act on the Residence, Economic Activity and Integration of Foreigners in the Federal Territory) can also submit a **DAAD language certificate (English B2)** from TH Rosenheim's Language Centre as evidence of sufficient English language skills

 [www.th-rosenheim.de/studium/sprachenzentrum/sprachzertifikate/](http://www.th-rosenheim.de/studium/sprachenzentrum/sprachzertifikate/)

#### Note:


Your status will only change after active processing by the Office of Student Administration. not automatically by uploading documents.



# YOUR CHECKLIST

## on applications for the Master's degree programme in Engineering Sciences

### After admission:

Apply for enrolment in the  **Online Application Portal** by 28 February/31 August and also submit all the required documents to the Office of Student Administration by that date. Failure to meet the deadlines will result in exclusion from the procedure!

- You will then receive your study documents by mail
- There is no need for personal enrolment at the university
- Important enrolment information will be sent to you by e-mail
- **Applicants from non-EU countries**

You will receive your study documents either from the head of the degree programme or you can pick them up at the Office of Student Administration at the Rosenheim campus.

Office opening hours Office of Student Administration:

 [www.th-rosenheim.de/en/die-hochschule/organisation/verwaltung/student-administration](http://www.th-rosenheim.de/en/die-hochschule/organisation/verwaltung/student-administration)

If you apply to multiple degree programmes, please apply for enrolment for only one programme.

Processing status in the online applicant portal: „**Enrolment application in progress**“.

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

In this case, Student Administration will send you temporary guest access for all online services at Rosenheim Technical University of Applied Sciences. 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!**

### What do you do if you have a first degree with at least 180 but less than 210 credit points?

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 (inclusive 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.



## YOUR CHECKLIST

on applications for the Master's degree programme in Engineering Sciences

The following institutions from India are accepted:

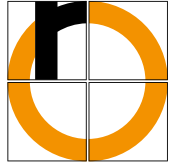
Name	City	State
Indian Institute of Technology Madras	Chennai	Tamil Nadu
Indian Institute of Technology, Delhi	New Delhi	Delhi
Indian Institute of Technology, Bombay	Mumbai	Maharashtra
Indian Institute of Technology Kanpur	Kanpur	Uttar Pradesh
Indian Institute of Technology, Kharagpur	Kharagpur	West 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



## YOUR CHECKLIST

on applications for the Master's degree programme in Engineering Sciences

Name	City	State
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
Savitribai Phule Pune University	Pune	Maharashtra
APJ Abdul Kalam Technological University	Thiruvananthapuram	Kerala
Vivesvaraya Technological University	Belgaum	Karnataka
Other Indian Institute		



# YOUR CHECKLIST

on applications for the Master's degree programme in Engineering Sciences

**Let's go, secure your study place now via the online application portal. We look forward to welcoming you soon at Rosenheim Technical University of Applied Sciences!**

## **ONLINE APPLICATION PORTAL**

Do you have **general questions about applying** for a place at university?

 **Find out more about the application process**

**oder**

please contact the **Central Student Advisory Service:**

 **studienberatung@th-rosenheim.de**

Have you **already applied** or are you **stuck in the application process**?

**Then contact us as follows, we will be happy to help you:**

**E-mail:** [bewerben@th-rosenheim.de](mailto:bewerben@th-rosenheim.de)

**Phone:** +49 (0)8031 805 2194 oder -2195


**You can reach our hotline at the following times:**

Monday, Tuesday, Thursday: 09:00 h - 12:00 h


Wednesday: 13:00 h - 15:00 h

**Forging documents is a criminal offence according to Section 267 of the German Criminal Code and will be reported immediately!**




 **Online-Application Portal**



 **To application-process**



 **Student Advisory Service**