# Rosenheim
## Technical University
## of Applied Sciences

# YOUR CHECKLIST
## on applications for the Bachelor´s degree programme Applied Artificial Intelligence

## 1. Admission requirements

The requirement for admission to the **Bachelor's degree programme** is a **higher education entrance qualification obtained at a German, Austrian or Swiss educational institution** e.g. Abitur certificate or a **preliminary review documentation (VPD) from „uni-assist"**. Additional requirements are English and German language skills.
Further information can be found in the current 👉 **Study and examination regulation**.

The degree programme is not subject to any particular admission restrictions in terms of capacity for new students (NC).
This means that every applicant will be offered a place if the general admission requirements listed below have been met!

## 2. Applications

It is only possible to start studies in **winter semester**.

**Application period:**
**Winter semester** 15 April to 15 July (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 where you will also upload all the necessary documents for your application.
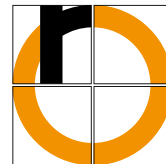
👉 **Application, admission, enrolment**

You can find 👉 **help** in the helpboxes in the online-application or via our FAQs on this website

**Study and examination regulations and curricula**

**Application portal**

**Attention: online application procedure**
Please do not send us any postal applications. Documents submitted by post cannot be considered!

**Rosenheim Technical University of Applied Sciences**
Student administration, Hochschulstraße 1, 83024 Rosenheim
Phone: +49 (0) 8031 805 2194, - 2195, Mail: bewerben@th-rosenheim.de

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## Documents you should upload by 15 July at the latest:

○ **Certificate for a university entrance qualification obtained at a German, Austrian or Swiss educational institution written in German or English.** You may need to upload a German or English translation produced by an officially appointed translator.

e.g. Abitur certificate

○ **„uni-assist" preliminary review documentation if applicable**
   ☞ **www.uni-assist.de/en/how-to-apply/**
   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. You can apply at uni-assist all year round: Register with uni-assist and upload your higher education entrance qualifications/school or university leaving certificates. Apply to TH Rosenheim with your valid VPD. Your VPD is valid for 1 year.

Does not apply to most Austrian and Swiss educational certificates. For details please visit:

☞ **www.th-rosenheim.de/ studienbewerber.html**

○ **Proof of language skills**

**English language skills**

The qualification requirement for the English-taught degree programme 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 higher
- 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 higher
- 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 programme
- 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

Applicants whose native language is English are exempt from providing proof of sufficient 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 the TH Rosenheim may be required.

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### German language skills

If you don't have obtained a higher education entrance at a German-speaking school, 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).

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

The following apply as proof of required German language skills:
• 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 of the examination to determine the suitability of foreign study applicants for the admission to a course of study at a university in the Federal Republic of Germany (assessment test)
• 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

Applicants whose native language is German are exempt from providing proof of sufficient 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.

○ **Proof of change of name**, if necessary (e.g. marriage certificate)

### Please upload until enrolment

○ **Reporting procedure for health insurance** in the form of an electronic report on your your insurance status (M10). Please quote our **sender number H0000974** and the health insurance fund will send the required report to us. Find more information about health insurance:
👉 **https://www.th-rosenheim.de/en/international/incomings/general-information/health-insurance**
👉 **https://www.th-rosenheim.de/en/studies-and-further-education/before-your-studies/application-admission-enrolment**

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

Account statements or screenshots showing transactions are suitable evidence of this proof

○ **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 outside of Germany

## 3. Applicants from non-EU countries abroad

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

☞ **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 (Act on the Residence, Economic Activity and Integration of Foreigners in the Federal Territory):

• Proof of sufficient knowledge of German can be submitted up to the 2nd semester.
• Proof of sufficient knowledge of English can be proven by submitting a DAAD language certificate (English B2) from TH Rosenheim´s Language Centre.
  ☞ **https://www.th-rosenheim.de/en/studium-und-weiterbildung/im-studium/kurs-programm-und-zusatzangebote/language-center/daad-language-certificates**

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

**Important information about enrolment will be sent to you by e-mail!**

## If you have been admitted:

Apply for enrolment in the ☞**Online Application Portal** by 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
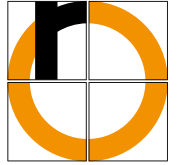• **Applicants from non-EU countries**
  You can pick up your study documents at the Office of Student Administration once you are in Rosenheim.
  Opening hours Office of Student Administration:
  ☞ **www.th-rosenheim.de/en/die-hochschule/organisation/verwaltung/student-administration**

In the case of multiple applications, apply for enrolment in only one degree programme!

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

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**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!**

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

☞ **Find out more about the application process**

**or**

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:**

**Online Info Sessions** on how to apply (please find dates and login here):
☞ **https://www.th-rosenheim.de/en/studies-and-further-education/before-your-studies/application-admission-enrolment**

**E-mail:** 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

> **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!**

☞ **Online-Application Portal**

☞ **To application process**

☞ **Student Advisory Service**

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