APPLICATION PROCEDURE for master study at IHI Zittau

We kindly ask you to prepare and send us the following documents:

Please fill mentioned documents readable on the computer (not by hand). All forms must be filled in German or English, otherwise we cannot accept them.

- **APPLICATION Form (AF)** Please fill the application form and sign it. [https://www.daad.de/deutschland/stipendium/hinweise/de/8527-formulare-und-downloads/](https://www.daad.de/deutschland/stipendium/hinweise/de/8527-formulare-und-downloads/)
- **CERTIFIED COPY** (by a public authority or German Embassy) and **CERTIFIED TRANSLATION** (of an approved translator) of your **SCHOOL-LEAVING CERTIFICATE** (university entrance qualification)
- **CERTIFIED COPY** (by a public authority or German Embassy) and **CERTIFIED TRANSLATION** (of an approved translator) of your **DEGREE** (e.g. bachelor certificate) with a **TRANSCRIPT of RECORDS** (overview of marks - also as a certified copy with a certified translation) and **DIPLOMA SUPPLEMENT** in German or English
- **CURRICULUM VITAE**
- **MOTIVATION LETTER**
- **PASS IMAGE** - please send us a coloured passport photograph for the campus card
- **COPY OF YOUR INTERNATIONAL PASSPORT**
- **APS** for applicants from Vietnam, Peoples republic of China and Mongolia
- **Proof of your LANGUAGE COMPETENCE** – it means a special certificate:

**Necessary Language requirements are for**

**Master Biotechnologie und Angewandte Ökologie, Business Ethics und CSR-Management, Internationales Management**

German: DSH/TestDaF (4 x 4 at least);
English: on level B2 (IELTS/TOEFL)

**Master Biodiversity and Collection Management, Ecosystem Services**

English: IELTS (at least 6.0) or TOEFL (iBT at least 80), native speakers or English was language of instruction for first degree

**Please send** the required documents (listed above) as early as possible (to have more time to apply for visa) **by post** to the following address:

TU Dresden - IHI Zittau, Frau Scheunig, Markt 23, D-02763 Zittau, Germany
APPLICATION period

Biodiversity and Collection Management (in English) / Biotechnologie und Angewandte Ökologie / Business Ethics and CSR-Management / Ecosystem Services (in English) / Internationales Management

Winter semester (1st semester / higher semester)

01.04.-15.07. Non-EU students
01.06.-15.09. German students, EU students

Summer semester (higher semester)

01.10.- 15.01. Non-EU students
01.12.-15.03. German students, EU students

for preparatory course

German language course in summer semester

01.10.-30.11. EU students and Non-EU students

German language course in winter semester

01.04.-31.05. EU students and Non-EU students

Please note!

- There is no online application via uni-assist. Please send application directly by post/mail.
- We only accept certified copies and translations.
- We can only process complete applications.
- Please note, that it is not possible to study at your home country university and TU Dresden at the same time. If you start studying at TU Dresden you need to submit a certificate that you have been taken off the university register in your home country. Otherwise it is not possible to study at TU Dresden.

VISA APPLICATION PROCEDURE

In case you are not a citizen of the EU, you need a valid Visa for studying in Germany for the duration of the study and the language course at IHI Zittau.

International students coming from EU countries do not need visa. Other international students can get information about visa application procedure at the German embassies or consulates in their home countries or can consult the website of the Ministry of Foreign Affairs of Germany (Auswärtiges Amt) www.auswaertigesamt.de

To be able to get the visa confirmed after your arrival at Immigration department, you must be insured for the whole period of your stay. We recommend you to administrate the health insurance in your country before departure.

If you need VISA, ask at the German Embassy/Consulate in your home country about procedure; remember than you need the forms from us and visa applications should be submitted to the Embassy at least 8-10 weeks before the planned date of departure. It is not possible to apply for the visa in Germany.
ACCOMODATION

More information concerning accommodation you can find on the website of
www.studentenwerk-dresden.de/goerzitt/wohnen

CONTACT

If you have further questions or need more information, please contact us:
Uta Scheunig, phone: +49 3583 612-4115, e-mail: studium.ihi@tu-dresden.de