

## Please attach copies of the following documents

Items thus indicated are indispensable for the processing of your application.

For the application process, simple copies of the required documents are sufficient. In case of admission, students may have to present either the original documents or certified true copies of the required documents when getting enrolled.

Sworn translations are necessary if the original documents are not issued in German or English.

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| <input checked="" type="checkbox"/> General Certificate of Education or other school leaving certificate  | <b>Application Deadline July 15</b><br>Applications cannot be considered if all documents have not arrived within the application deadline. |
| <input checked="" type="checkbox"/> First Degree Awarded relevant to this application and Transcript of Academic Record   |   |
| <input checked="" type="checkbox"/> Curriculum vitae / Résumé   |   |
| <input checked="" type="checkbox"/> If you were awarded your first degree by a Non-German institution, its eligibility must be confirmed by <a href="#">Studienkolleg – Center for International Students Konstanz</a> or <a href="#">Uniassist</a> . Please enclose the Studienkolleg Certificate or Uniassist VPD. Be aware that you should apply recognition until June 1 <sup>st</sup> at the latest. |   |
| <input checked="" type="checkbox"/> If you were awarded your first degree by a <a href="#">Chinese</a> , <a href="#">Indian</a> , or <a href="#">Vietnamese</a> institution, its eligibility must be confirmed by the APS. The APS certificate must be submitted with your application.   |   |
| <input checked="" type="checkbox"/> TOEFL, IELTS, CAE or OTE results (except native speakers)   |   |
| <input checked="" type="checkbox"/> Letter of Motivation (approximately 2 pages)  |   |
| <input type="checkbox"/> ECTS-Credits achieved in your first degree (if not specified in the certificate)   |   |
| <input type="checkbox"/> Testimonial confirming your relevant work experience after First Degree  |   |
| <input type="checkbox"/> Certificate confirming your international experience abroad during your First Degree   |   |
| <input type="checkbox"/> Other documents enclosed in this application:  |   |
- .....

**Please upload your application documents in Heilbronn University's application portal as part of your application. All documents must be uploaded by the application deadline of July 15<sup>th</sup>. It is not possible to submit documents after this date.**