universität freiburg
Service Center Studium, Bewerbung und Zulassung (BuZ), Sedanstraße 6, 79098 Freiburg

Checklist for Applicants for Admission to Higher Study Semesters (excluding medicine, dentistry and pharmacy)

International applicants (with foreign-earned higher education entrance qualification)

Please note: We accept officially authenticated copies of certificates in German, English and French. Applicants whose certificates are issued in a different language must also submit authenticated translations. The translation and authentication must be undertaken by a sworn translator (in Germany or in your native country).
The originals or officially certified copies of the uploaded documents must be presented at the time of enrolment.

The application is made via document upload. Please apply via the application portal at https://www.studium.uni-freiburg.de/de/bewerbung/bls and follow the given instructions. The application portal is open from June 1st for the winter semester, and from December 1st for the summer semester.

In order to apply, please submit the following documents:*

☐ **School certificates (original or officially certified copy and a certified translation)**

We require your secondary school leaving certificates in the original language as well as an official
translation into German or English if the original is not already in German, English or French. In assessing the equivalence of your school diploma, we observe the guidelines set by the Central Office for Foreign Education Systems (http://anabin.kmk.org/anabin.html). We therefore need to request additional educational records from applicants from certain countries.

☐ **University entrance examination certificate (original or officially certified copy and a certified translation)**

If you took part in a university entrance examination, please upload your documents in the original language and, if necessary, an official translation.

☐ **Transcript of records (original or officially certified copy and a certified translation)**

If you are currently studying or have previously studied at a university, we need your complete academic records (transcripts, reussites, index, etc.). Please upload the documents in the original language and, if necessary, an official translation.

☐ **University degree (original or officially certified copy and a certified translation)**

If you have already received a university degree, please upload the documents in the original language and, if necessary, an official translation.

☐ **Proof of your language proficiency (original or officially certified copy and a certified translation)**

1. **Subjects with admission restrictions:** DSH (result 2 or 3) *or* TestDaF (with a score of at least 4 on all four parts of the test) *or* the Goethe-certificate C2 *or* the 2nd level language certificate from the Conference of the Ministry of Education and the Arts (DSD II) with 4xC1 or 3xC1 and 1xB2 *or* telc Deutsch C1 Hochschule. **These language certificates must be submitted when applying for a study place. They cannot be submitted at the time of enrolment.**
2. **Free admission subjects:** DSH 1 *or* TestDaF with a score of at least 3 in all parts of the test *or* certificate of participation in a C1 language course *or* evidence of proficiency in German at least on the level of C1 of the Common European Framework of Reference for Languages. **These language certificates must be submitted when applying for a study place. The language certificates from 1.) must then be submitted upon enrolment.**
3. **Liberal Arts and Sciences:** certified proof of English proficiency at B2 level (see https://www.ucf.uni-freiburg.de/prospective-students/application-admissions for further details). No proof of German language knowledge required.

☐ **CV and letter of motivation (signed)**

☐ **A certificate of enrolment (original)**

If you have already studied at a university in Germany.

☐ **Certificate of the Akademische Prüfstelle (APS) of the German Embassy (original or officially certified copy and a certified translation)**
This applies only to applicants with an university entrance qualification from China, India, and Vietnam.

☐ **Letter of recognition of study history**

The respective faculty or exams office of the program for which you are applying is responsible for the recognition of previous study history. Please refer to the respective program advisor in order to have your previous study history recognized. You can find the responsible contact person via the program list: http://www.studium.uni-freiburg.de/en/program-offerings/all-degree-programs?set_language=en

Application deadlines for degree programmes with admission restrictions in the higher semesters:

	application deadlines	**start of semester**	**start of teaching period**
summer semester	15. January	April 1st	mid-April
winter semester	15. July	October 1st	mid-October

Application deadlines for degree programmes with open admission in the higher semesters:

	application deadlines	**start of semester**	**start of teaching period**
summer semester	31. March	April 1st	mid-April
winter semester	30. September	October 1st	mid-October

In degree programmes with admission restrictions in higher subject semesters, admission is only possible if the performance records required for the application semester according to the statutes of the University of Freiburg are available. The replenishment criteria are defined in the statutes of the Albert Ludwig University of Freiburg for the selection procedure for higher subject semesters on the basis of previously completed academic achievements.

Achievements made during the current semester must be submitted by **20.03.** at the latest for the summer semester and by **20.09.** at the latest for the winter semester. ONLY in the case of applications for the 5th semester in medicine, dentistry and pharmacy (= 1st clinical semester) the certificate of the first section of the medical, dental, or

pharmaceutical examination must be submitted to the university by **31.03.** at the latest for the summer semester and by **30.09.** at the latest for the winter semester for consideration in the replenishment procedure. This is also required if the examinations were taken at a foreign university and recognised by the competent state examination office.

***Only uploaded documents that are fully legible, and are of a good quality can be accepted.**

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