Documents required for enrolment for visiting students
"Zweithörer(in)"
BACHELOR/STATE EXAMINATION/MAGISTER THEOLOGIAE

In order to be able to enrol personally, you first need a letter of admission. For this purpose, you must apply online by **15 July for a winter semester and by 15 January for a summer semester.** If you have been admitted via the Information Portal Admission, you must also register online!

- It is only possible to become a visiting student in a course of study with restricted admission if the course of study at your first university is not subject to any admission restrictions!

If you would like to enrol for non-restricted subjects, please only complete the online enrolment under the following link [https://online.uv.ruhr-uni-bochum.de:9000/](https://online.uv.ruhr-uni-bochum.de:9000/)

If you have international certificates and would like to enrol for non-restricted subjects, you must have them checked by the Admissions Office Bachelor -international- before enrolling.

Please note that an enrolment can only take place if all documents necessary for enrolment can be presented in original!

The following documents are mandatory for enrolment:

- **Letter of admission**, if an online application has been made for a restricted subject/course
- **Original university entrance qualification** (Abitur, Baccalauréat, Assessment test, etc.) and an officially certified translation in German or English
- **Original examination certificate** if you have completed your studies
- **Valid ID**
- **Current certificate of study** from your first university for the semester in which you would like to enrol as a visiting student at the Ruhr-Universität Bochum. The confirmation of enrolment must show your current course of study and the number(s) of semester(s) at the university
- **Proof of sufficient knowledge of the German language** e.g. TestDaF with at least 16 points within an exam, DSH (level 2 or 3), DSD - II, telc Deutsch C1 Hochschule etc.
- **If applicable a certificate of service** for the completed military or civilian service or the voluntary social/ecological year or the development service, if it is a course of study with restricted admission and you have performed a recognised service within the meaning of the law for at least 6 months in the Federal Republic of Germany, detailed information can be found at [https://www.bmfsfj.de/bmfsfj/meta/en](https://www.bmfsfj.de/bmfsfj/meta/en)

Please note the next page
The following documents are required in addition to those listed on page 1 if...

... subject-specific documents are required for individual subjects:

- **Proof of sufficient knowledge of French or English**, if the course of study is in French or English (e.g. via the school leaving certificate)
- **Certificate** of successful completion of the **sports aptitude test** of the RUB or the DSHS Cologne for the study programmes Sports Science (Bachelor)
- For the subject **Classical Philology** the **Latinum or Graecum**, depending on the choice of major field of study, must be proven.

**Programmes of study:**

- Information on our range of courses and the corresponding admission restrictions can be found at [http://studienangebot.rub.de/en](http://studienangebot.rub.de/en)

**Additional information:**

- You are welcome to bring a **passport photo** with you for personal enrolment, which we will scan for your student ID. Otherwise there is the possibility to have a photo taken on site.

The office hours of the **Admissions Office Bachelor -international-** are **Monday to Thursday from 9-12 am** in the Student Service Centre (SSC), Level 0, registration at the reception is required!

If you have any questions, please contact our **application hotline** at +49 234 32 26644 or at admission@uv.rub.de