

## Documents required for enrolment for cross-registered students "Zweithörer(in)"

### MASTER OF SCIENCE/MASTER OF ARTS/MASTER OF EDUCATION

To make sure that you can be enrolled, if in doubt, please have all the documents from the lists below ready!

- **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/>

If you are **international applicant** and would like to enrol, please apply online before.

**Please note that an enrolment can only take place if you have the original of all documents required for enrolment. We reserve the right to request all documents uploaded with the application in the same version and in the original for verification purposes!**

The following documents are mandatory for enrolment (as PDF file via e-mail):

- **Letter of admission**, if an online application has been made for a restricted subject/course
- **University entrance qualification** (Abitur, Baccalauréat, Assessment test, etc.) and an **officially certified translation in German or English**
- **Examination certificate** about the completed studies in Germany or another country or equivalent (original certificate of completion, issued by the responsible examination office, showing subject(s), grade and date of completion)
- **Proof of the obligatory counselling interview** (certificate issued by the faculty(ies) - In some cases the proof is transmitted digitally to the Registrar's Office)
- **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**
- **Certificate of exmatriculation** including a certificate of enrolment showing your previous course(s) of study and the number(s) of semesters at the university
- **Certificates of exmatriculation** of all previous enrolments in the Federal Republic of Germany, showing the course of study (or courses of study), university semester and semester of study, with a copy to remain at the Ruhr-Universität Bochum

**Please note the next page**

## The following documents are mandatory depending on the case:

- **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>
- **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 you are an EU foreigner (or equivalent).
- **Placement certificate from the relevant subject advisor** if you wish to enrol in a higher semester (not necessary in Law - State examination)

## Programmes of study:

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

## Additional information:

- For enrolment we need a **passport photo**, which we will use for your student ID.