

Application for a Study Place

in the

winter semester

summer semester

For internal purposes:

Receipt stamp:

Registered as received:

- in person
 via mail / email / facsimile

I want to apply for the following course of studies

(Please select)

- BA International Communication and Business
 BA Modern Chinese Studies

- BA Translation Chinese
 BA Translation Chinese (cooperation 3+1)

- MA Digital Media Manager
 MA Interpreting
 MA Translation
 MA International Sales Management

- MA Intercultural Communication
 MA Post-Editing & Quality Management
 MA Translation Management
 Máster Internacional para Profesores de Español como Lengua Extranjera (MA ELE)

Modular course of study (please enter course of studies and module)

Guest study (please enter course of studies and course)

A. Personal Details of the Applicant

1. Personal details

Ms. Mr. Title:

Name:

First name:

Name at birth:

Date of birth:

Place of birth:

Country of birth:

Nationality:

Further nationalities:

Telephone:

Mobile:

Email address:

2. Home address (address up until matriculation)	Street, number:	
	Post code, town or city	
	Federal province:	
	Region: (if a resident of Germany)	
	Country:	
3. Semester address (if already known)	Street, number:	
	Post code, town or city	
	Federal province:	
	Region: (if a resident of Germany)	
	Country:	
4. Health Insurance	Name of the health insurance provider:	Insurance number:
	<input type="text"/>	<input type="text"/>
<p>Students are subject to compulsory health insurance in Germany. Please request the proof of coverage in due form "for presentation upon matriculation at the university" from a statutory health insurance fund in Germany and submit it with the application for matriculation at the latest.</p>		

B. Additional Information on the Intended Course of Study

5. Language skills Enter your current language skills relevant to your studies here. Please enclose the relevant supporting documents with your application (see 9).	(1): Languages	(2): Native language	(3): Level	(4): Type of language certificate (Number of school years, duration of stay abroad, language tests taken)
	German:	<input type="checkbox"/> Yes / <input type="checkbox"/> No		
	English:	<input type="checkbox"/> Yes / <input type="checkbox"/> No		
	Language:	<input type="checkbox"/> Yes / <input type="checkbox"/> No		
	Language:			

6. Desired course in the intended degree programme	<p>Only applies to the degree programmes</p> <p>BA International Communication and Business</p> <p>MA Translation</p> <p>Indicate the desired foreign language:*</p> <p>Language:</p> <input style="width: 300px; height: 20px;" type="text"/> <p>Current language level:**</p> <input style="width: 150px; height: 20px;" type="text"/>	<p>Only applies to the degree programme</p> <p>MA Interpreting</p> <p>Indicate the desired language combination:*</p> <p>A language (as a rule the mother tongue, minimum level C2):</p> <input style="width: 300px; height: 20px;" type="text"/> <p>B language (active foreign language, minimum level C1):</p> <input style="width: 300px; height: 20px;" type="text"/> <p>If applicable, C language (passive foreign language, minimum level B2):</p> <input style="width: 300px; height: 20px;" type="text"/>
	<p>Only applies to the degree programmes</p> <p>MA Intercultural Communication</p> <p>MA Digital Media Manager</p> <p>Indicate the desired specialisation:*</p> <p><input type="checkbox"/> Business Administration (only MA IC)</p> <p><input type="checkbox"/> Digital Workplace</p> <p><input type="checkbox"/> Intercultural Project Management with the following foreign language*:</p> <input style="width: 300px; height: 20px;" type="text"/>	<p>Only applies to the degree programme</p> <p>MA Translation Management</p> <p>Do you already have a practice partner?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>If you do, please indicate the company and, if known, the contact person:</p> <input style="width: 300px; height: 20px;" type="text"/>
	<p>* Please note that the language/specialisation offer is subject to a minimum number of participants and cannot be guaranteed.</p> <p>** All indicated language levels refer to the Common European Framework of Reference (CEFR) for languages.</p>	

C. Information on the Institution and the Course of Study

The following data collection is based on the Federal Statistics Act and the Act on Statistics for Higher Education. According to this, the International University of Applied Sciences SDI Munich is obliged to transmit the electronically stored data in anonymised form to the State Statistical Office in compliance with the statutory data protection provisions. These data will not be published.

Please enclose the relevant supporting documents with your application (see 9).

7. University entrance qualification	<p>Where did you acquire your university entrance qualification? (i.e. the highest general school-leaving certificate that allows access to the German higher education system, e.g. vocational baccalaureate diploma)</p> <p><input type="checkbox"/> In Germany (continue with 7a) <input type="checkbox"/> Abroad (continue with 7b)</p>	
7a. University entrance qualification acquired in Germany	Year of university entrance qualification:	
	Mark:	
	Type or level of university entrance qualification:	

	Type of school:		
	Year of university entrance qualification:		
	Federal province:		
	Region:		
7b. University entrance qualification acquired abroad	Year of university entrance qualification/school-leaving certificate:		
	Country in which the qualification was acquired:		
	<input type="checkbox"/> German school abroad <input type="checkbox"/> Other school abroad		
8. Previous academic history/previous studies	Have you already been enrolled at a university in Germany or abroad? (Please also tick Yes if you have not graduated)		
<input type="checkbox"/> Yes (continue with 8a)		<input type="checkbox"/> No (continue with 9)	
8a. University of first enrolment	At which university were you enrolled for the first time? (Please select, please also indicate the actual location if a university has several locations/campuses)		
	<input type="checkbox"/> University:		
	<input type="checkbox"/> College of education:		
	<input type="checkbox"/> College of theology/ ecclesiastical college:		
	<input type="checkbox"/> College of art:		
	<input type="checkbox"/> Technical college:		
	<input type="checkbox"/> College of administration:		
	<input type="checkbox"/> Other German university/college:		
	<input type="checkbox"/> University/college abroad (Country and name of the university/college)		
	Semester and year of first matriculation	<input type="checkbox"/> Winter semester <input type="text"/>	<input type="checkbox"/> Summer semester <input type="text"/>

8b. Number of university semesters at German universities	University semesters (number in total):	<input type="text"/>			
	of which:	<input type="checkbox"/> Semester of leave of absence (number)	<input type="text"/>		
		<input type="checkbox"/> Practical semester (number)	<input type="text"/>		
	If applicable, semester at a preparatory college:	<input type="text"/>			
8c. Exams taken at universities	Have you already obtained a university degree / failed a previous course of study definitively?				
	<input type="checkbox"/> Yes (please enter the details below)		<input type="checkbox"/> No (continue with 9)		
	Name of the university:	<input type="text"/>			
	Degree:	<input type="text"/>			
	Course of study:	1. Course of study	<input type="text"/>		
		2. Course of study	<input type="text"/>		
		3. Course of study	<input type="text"/>		
	Month of the final examination:	<input type="text"/>	Year of the final examination:	<input type="text"/>	
	<input type="checkbox"/> Degree pending	Completion of degree expected (month/year):	<input type="text"/>		
	Exam results:	<input type="checkbox"/> Passed overall	Mark:	<input type="text"/>	
		<input type="checkbox"/> Failed definitively			
Have you obtained another university degree / failed another course of study definitively?					
<input type="checkbox"/> Yes (please enter the details below)		<input type="checkbox"/> No (continue with 9)			
Name of the university:	<input type="text"/>				
Degree:	<input type="text"/>				

	Course of study:	1. Course of study <input type="text"/>	
		2. Course of study <input type="text"/>	
		3. Course of study <input type="text"/>	
	Month of the final examination:	<input type="text"/>	Year of the final examination: <input type="text"/>
	<input type="checkbox"/> Degree pending	Completion of degree expected (month/year):	<input type="text"/>
	Exam results:	<input type="checkbox"/> Passed overall <input type="checkbox"/> Failed definitively	Mark: <input type="text"/>

D. Notes on the Application

<p>9. The following documents have to be attached to the application</p>	<p>For BA courses</p> <p><input type="checkbox"/> Certificate of higher education entrance qualification or equivalent evidence</p> <p>For MA courses</p> <p><input type="checkbox"/> Certificate of higher education entrance qualification or equivalent evidence</p> <p><input type="checkbox"/> University degree certificate incl. transcript of records/breakdown of individual marks and diploma supplement</p> <p>or</p> <p><input type="checkbox"/> Certificate of matriculation of the ongoing semester and current breakdown of individual marks (verified or confirmed by the university)</p> <p><input type="checkbox"/> Confirmations of periods of study or certificate of exmatriculation indicating the semesters of study</p>	<p>For all courses:</p> <p><input type="checkbox"/> Proof of foreign language skills according to the requirements of the intended course of study</p> <p><input type="checkbox"/> Copy of ID card or passport</p> <p><input type="checkbox"/> Curriculum vitae in tabular form with passport photograph</p> <p><input type="checkbox"/> Short statement of purpose (not more than 1 page)</p> <p><input type="checkbox"/> If applicable, (further) certificate(s) of exmatriculation of previous university/universities</p> <p><input type="checkbox"/> If applicable, proof of completed vocational training</p> <p>Foreign students will have to submit the following additional documents:</p> <p><input type="checkbox"/> Proof of German language skills according to the requirements of the intended course of study in the original or a certified copy thereof</p> <p><input type="checkbox"/> APS certificate (for applicants from China)</p>
<p>10. How did you find out about the International University of Applied Sciences?</p>	<input type="text"/>	

**11. Important notes:
effective conclusion of
the study agreement,
costs and fees**

By signing this document you are applying for a place in the degree programme you have chosen at the Internationale Hochschule SDI München –University of Applied Sciences. This application does not constitute entitlement to a place at the university. If the formal requirements for the chosen degree programme are met, admission will be granted. Once you have received your admission, you can apply for matriculation. The conclusion of the study agreement only becomes effective upon confirmation of matriculation by the university. The following fees are due upon conclusion of the agreement:

Course of study	Payment frequency	Amount	Standard period of study ¹⁾
BA International Communication and Business	monthly	€490.00	7 semesters
BA Modern Chinese Studies	monthly	€490.00	7 semesters
BA Translation Chinese	monthly	€490.00	7 semesters
BA Translation Chinese (cooperation 3+1)	monthly	€550.00	7 semesters
MA Digital Media Manager	monthly	€540.00	3 semesters
MA Interpreting	monthly	€690.00	3 semesters
MA Intercultural Communication	monthly	€540.00	3 semesters
MA Translation	monthly	€540.00	3 semesters
MA International Sales Management	monthly	€640.00	3 semesters
MA Post-Editing & Quality Management	monthly	€440.00	3 semesters
Máster Internacional para Profesores de Español como Lengua Extranjera (MA ELE)	monthly	€300.00	3 semesters
MA Translation Management (without professional partner)	monthly	€830.00	3 semesters
MA Translation Management (with professional partner)	monthly	€830.00	3 semesters
Modular course of study	depending on study module		individual
Guest study	depending on the course		individual
Fee for the aptitude test MA Interpreting ²⁾	one-time fee	€150.00	
Registration fee (for applicants from the EU ³⁾ as well as for online courses)	one-time fee	€475.00 ⁴⁾	
Registration fee (for applicants from non-EU countries ³⁾)	one-time fee	€950.00 ⁴⁾	
Contribution to the student union	per semester	€75.00	
Solidarity contribution to the semester ticket	per semester	€72.00	
Examination fee for BA courses ⁵⁾	one-time fee	€200.00	
Examination fee for MA courses ⁵⁾	one-time fee	€250.00	

¹⁾ The standard period of study includes the degree theses.

²⁾ The fee for the skill test in the Master Programme Interpreting will be set off with the registration fees upon matriculation.

³⁾ The allocation is carried out in accordance with the location of the last educational attainment.

⁴⁾ Other regulations may apply for students from cooperation programmes with our international partner universities.

⁵⁾ For the oral final examination per attempt

The fees also have to be paid during the semester break and during the compulsory practical semester.

In the first subject-related semester exceeding the standard period of study, the monthly tuition fees are reduced to 30%. In all further subject-related semesters exceeding the standard period of study, the tuition fees are again 100% according to the fee schedule.

	You have acknowledged our Privacy Policy on Studies, Training and Course Participation (PDF, for download on the SDI website under "Data Protection") and consent to the electronic processing of your personal data. You have checked that the information you provided above is complete and correct and you confirm it. You have to report any changes or errors in your personal data immediately to the Office of Student Affairs (Studienamt@sdi-muenchen.de).	
	Place, date	Applicant's signature

Please send your completed application with all necessary documents attached (see item 9) to Studienamt@sdi-muenchen.de or the following postal address: **Internationale Hochschule SDI München, Studienamt, Baierbrunner Straße 28, 81379 München, Germany.**