University of Applied Sciences
HOCHSCHULE EMDEN·LEER

**FAQ**

## Application

*What are the application deadlines for the winter semester?*
Non-EU applicants: May 30
EU applicants: July 15

*What are the application deadlines for the summer semester?*
Non-EU applicants: November 30
EU applicants: January 15

*When does the university inform applicants of its admission decisions?*
The selection committee meets immediately after the respective application deadline. Shortly thereafter, the admission notices are sent to the applicants.

*How many study places are available each year at master´s course Technology of Circular Economy?*
There are 13 study places in the winter semester and 12 in the summer semester, making a total of 25 per year. Study places are allocated to the most suitable applicants according to a point system. Applicants who have been deemed suitable but have fewer points are placed on a waiting list. Applicants on the waiting list are admitted if fewer admitted applicants enroll than there are study places available.

*Can I defer my admission to a later semester?*
Unfortunately, it is not possible to postpone an admission to a later semester.

*I won't receive my visa in time for the start of the semester. What can I do?*
We are aware of the problem with the late appointments at the embassies. Due to the late appointments, students sometimes receive their visas late and are then only at the universities later in the first semester.
If you arrive at the university later, you can participate online during the first days of the semester. However, you should be on site no later than approximately 2 weeks after the start of lectures, otherwise you will miss the practicals and exercises in the modules. Therefore you should enroll as soon as you have been admitted. You will only receive the access data for the module documents once you have enrolled.
If you arrive at the university so late that regular participation in the modules is no longer possible, you can make up for these modules a year later. All modules are offered at least once a year.

## uniassist

*I come from a country outside the EU and have a bachelor's degree from a university outside the EU. Can I apply directly to the University of Emden-Leer?*
No, unfortunately that is not possible. You must apply via the uniassist portal.

*I come from a country outside the EU and have a bachelor's degree from a university outside the EU. However, I already live in Germany. Can I apply directly to the University of Emden-Leer?*
No, unfortunately that is not possible. Applicants with a university entrance qualification from outside the EU must apply via the uniassist portal, even if they already live in Germany.

*I have a bachelor's degree from a university outside the EU and a master's degree from a German university. Can I apply directly to the University of Emden-Leer for a master's program?*
No, unfortunately that is not possible. When applying for a master's program, your non-EU bachelor's degree is decisive. You must therefore apply via uniassist.

*I applied via uniassist shortly before the application deadline. Will my application still be considered?*
Yes, uniassist forwards all applications to our university that were received by uniassist before the deadline. All of these applications will still be considered in the selection process, even if they arrive at the university after the application deadline. The decisive factor is that they are received by uniassist on time.

## Documents to be submitted

*Do I need to submit a letter of motivation when applying for a study place in the master's program in Technology of Circular Economy (TCE)?*
No, a letter of motivation is not required.

*Do I need an APS certificate?*
APS (German: Akademische Prüfstelle) certificates are only required for applicants from China, India, and Vietnam. Applicants from other countries do not need an APS certificate at this time.

*Does the University of Applied Sciences Emden/Leer have a VPD application process?*

No, the University Emden/Leer does not have a VPD application process. You can apply directly through uniassist. Uniassist will then forward your application electronically to our university. The university will then decide on your admission and notify you.

*Which documents must be submitted to uniassist?*

- University entrance qualification (e.g., high school diploma)
- Bachelor's degree documents
- Curriculum vitae
- Photograph (is usually included on your ID card)
- Proof of identity (e.g., identity card)
- Any other certificates from previous periods of study
- Any training or employment contracts with partner companies

Documents uploaded during online enrollment do not need to be sent separately by post.

## Language requirements

*Are German language skills required for the master's program in Technology of Circular Economy (TCE)?*

You don´t need German language skills. The TCE program is taught entirely in English.

*Can I prove my English language skills without a language certificate?*

Yes, there are various ways to do this, e.g.:

1. If English is your native language, you do not need any further proof of language proficiency.
2. If you have completed your bachelor's degree in English, you only need a MOI certificate (Medium of Instruction).
3. You can also submit school certificates proving that you have studied English for at least 5 years up to the qualification that entitles you to enter higher education. The final grade or the average grade of the last two years must be at least a German grade 4 (sufficient).

## Admission requirements

*What is the minimum grade point average (GPA) required for the application?*

The required average grade (GPA) at present is approximately 2.6 according to the German grading system. However, this value fluctuates slightly from semester to semester. If several applicants have a similar average grade in this range, those with the better grades will be admitted first and the other applicants may be placed on a waiting list. Applicants on the waiting list are admitted if fewer admitted applicants enroll than there are study places available.

*Do I have the right background for the master's program in Technology of Circular Economy (TCE)? Which bachelor's degree program is required?*

Prerequisite is a first professionally qualifying degree (e.g. Bachelor) of usually 7 semesters or 210 ECTS-CP. You need knowledge of both natural sciences (especially chemistry) and process engineering or bioprocess engineering. Based on experience, the following degrees are usually suitable:

- Chemical engineering
- Environmental engineering
- Biotechnology/Bioprocess engineering

- Renewable energies *
- Mechanical engineering *
- Civil engineering *
- Textile engineering *

* provided you have sufficient knowledge of both natural sciences (especially chemistry) and process engineering

*Which bachelor's degree programs are <u>un</u>suitable as a basis for the master's program in Technology of Circular Economy (TCE), based on experience?*

Bachelor's degree programs outside the field without sufficient content in the natural sciences and without content in process engineering are <u>not suitable</u> for admission to the TCE.

These include, among others:

- Botany
- Computer sciences
- Economics
- Genetics
- Pharmacy
- Social sciences
- Software engineering
- Telecommunications
- Zoology

etc.

*How many ECTS credits are required for the master's degree?*
According to the European Bologna Agreement, 300 ECTS credits are required for a master's degree. In Europe, these are usually earned within 10 semesters. The TCE master's program is usually based on a 7-semester European bachelor's program with 210 ECTS credits. The master's program comprises 3 semesters, corresponding to 90 ECTS credits. This adds up to the required 300 ECTS credits.

*My bachelor's degree program only lasted 6 semesters, corresponding to 180 ECTS credits. Can I be admitted to the master's program in Technology of Circular Economy (TCE)?*
Yes, that is possible. For applicants from 6-semester bachelor's degree programs, we offer a so-called "complementary study program" worth up to 30 CP.  Together with the 90 CP from the master's program, you will earn a total of 300 CP.

*I am about to complete my bachelor's degree. Can I apply even if I have not yet completed my bachelor's degree?*
Yes, you can apply if you have earned at least 150 credit points from a degree program with 180 ECTS CP, or at least 180 credit points from a degree program with 210 ECTS CP. Foreign credit points are converted into the European Credit Transfer System (ECTS).
You must then provide proof of your successful bachelor's degree within the first semester of your master's program. The selection process will be based on your average grade at the time of application.