LEUPHANA
UNIVERSITÄT LÜNEBURG

Checklist for International Applicants
to Leuphana University Lüneburg

With the following **secondary school leaving certificates and, if applicable, university degrees, direct application to Leuphana** is possible:
Nationality from a country of the European Union*, **the European Economic Area EEA** and Switzerland**
*Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden.
**Iceland, Liechtenstein, Norway

- **Secondary school certificate from an EU/EEA country or Switzerland (only for Bachelor programmes)**

All nationalities
- International Baccalaureate (IB Diploma) https://www.daad.de/de/studieren-und-forschen-in-deutschland/studium-planen/anerkennung-ib-diploma/
- European Baccalaureate https://www.eursc.eu/de/European-Schools/European-Baccalaureate
- Successful assessment test at the Studienkolleg
- Abitur at a German school abroad
- If you have already applied to us or another German university in the past: Pre-check documentation (VPD) by uni-assist

https://www.leuphana.de/college/bewerbung/bewerbungsantrag.html

If you are a **national of a non-EU/EEA country and/or hold** a **secondary school leaving certificate** or **Bachelor's degree from a non-EU/EEA country**, please apply **via the online portal** of **uni-assist**. Follow the instructions in the uni-assist applicant portal: https://www.uni-assist.de/en/how-to-apply/apply-online/ Leuphana accepts online-only applications via uni-assist.

1. Get information in advance

Bachelor degree programme https://www.leuphana.de/en/college/application/international-applications.html	Master's degree programme https://www.leuphana.de/en/graduate-school/masters-application.html
☐ Check whether you have a higher education entrance qualification for Germany: https://www.uni-assist.de/tools/check-hochschulzugang/ Requirements for the **IB Diploma:** https://www.daad.de/de/studieren-und-forschen-in-deutschland/studium-planen/anerkennung-ib-diploma/ Your university must be rated "H+" in the anabin database: https://anabin.kmk.org/anabin.html	☐ Check whether you have a Master's access qualification - Bachelor's degree from a country mentioned above Your university must be rated "H+" in the anabin database: https://anabin.kmk.org/anabin.html
☐ Language skills for the respective programme German and English https://www.leuphana.de/college/bewerbung/internationale-bewerberinnen/voraussetzungen/sprachkenntnisse.html	☐ Language skills for the respective programme German and English https://www.leuphana.de/en/graduate-school/masters-application.html
☐ Only modules that are part of your desired programme will be recognised. You can find the modules in the subject-specific appendix (FSA). https://www.leuphana.de/college/studium/hauptfaecher.html	☐ Only modules that are part of your chosen programme will be recognised. You can find the modules in the subject-specific appendix (FSA). https://www.leuphana.de/en/graduate-school/organise-your-studies/examinations/general-assessment-regulations-and-subject-specific-schedule.html
☐ For SoSe, the classification is only made in even semesters and for WiSe only in odd semesters. For a classification into the 2nd semester 20 CPs of creditable achievements are required, for the 3rd semester 40 CPs, for the 4th semester 60 CPs and so on. If the corresponding number of creditable CPs is available, it may be advisable to apply for several subject semesters.	

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> ☐ **Have translations made** if your certificates are not in German or English. **Get certified copies.** Submit your transcripts in the original language - and additionally in German or English translation. This also applies to your module handbooks and transcript of records.
> **Please note:** The translations **must be** done by a **sworn translator in Germany.** Self-made translations or translations by simple translation agencies without a sworn translation will **not** be accepted.

2. Documents to be submitted

Bachelor's degree programmes	Master's degree programmes
☐ **School leaving certificate/higher education qualification** (in original language in officially certified copy)	☐ **School leaving certificate/higher education entrance qualification** (in original language in officially certified copy)
☐ **Proof of** academic **achievements already completed** incl. module handbook and grade overviews (transcript of records) (form see point 1)	☐ **Bachelor's degree** ☐ **Proof of** academic **achievements already completed** incl. module handbook and grade overviews (form see point 1)
☐ **Translations by a sworn translator in Germany** https://www.justiz-dolmetscher.de/Recherche/en/	☐ **Translations by a sworn translator in Germany** https://www.justiz-dolmetscher.de/Recherche/en/
☐ **Language certificate(s)** German / English depending on programme	☐ **Language certificate(s)** German / English depending on programme
☐ **Application for placement in a higher semester** Print out the application for classification and send the signed original with your application for admission to: https://www.leuphana.de/fileadmin/user_upload/services/studierendenservice/formulare/pruefungen_college/Antrag_Einstufung_C_GS_Deu_Eng.pdf	
☐ **Only for teacher training programmes in sport and music: e.g**. aptitude test in sport or artistic aptitude test in music: https://www.leuphana.de/college/bewerbung/zugangsvoraussetzungen/leha1.html	
☐ **Copy of passport** - first page with photo and personal data	
☐ **For direct applications:** Send **the** <u>signed</u> **original application for admission** together with the required documents to the Student Services of Leuphana University Lüneburg.	
☐ **When applying via uni-assist:** Leuphana accepts online-only applications, the certified copies can be submitted at time of enrolment.	