

Application for foreign prospective students at Hochschule Merseburg –
How to apply for Studienkolleg via uni-assist:

If you need to complete a Studienkolleg (preparatory course) prior to taking up studies at Hochschule Merseburg, **you can apply for the Studienkolleg by applying for a Bachelor's degree program at Hochschule Merseburg.** Studienkolleg courses are offered for various subject areas:


- M-course (for medical, biological and pharmaceutical studies)
- T-course (for mathematical, science or technical studies)
- W-course (for business, economics and social science studies)
- S/G-course (for humanities, language or German studies)

Please note that you will need to attend a course in the same subject area of your desired degree program, e.g. if you want to study “Angewandte Informatik” (Applied Computer Science), you will need to take T-course at Studienkolleg.

Degree program at Hochschule Merseburg	Course at Studienkolleg
Angewandte Informatik (B.Sc.)	T
Automatisierungstechnik / Informationstechnik (B. Eng.)	T
Betriebswirtschaft (Präsenzstudium) (B.A.)	W
Chemie- und Umwelttechnik (B.Eng.)	T oder M
Green Engineering - Gestaltung nachhaltiger Prozesse (B. Eng.)	T
Ingenieurpädagogik (B.Eng.)	T
Kultur- und Medienpädagogik (B.A.)	G
Maschinenbau Mechatronik Physiktechnik (B.Eng.)	T
Soziale Arbeit (B.A.)	G
Industrial Engineering (B.Sc.)	T oder W
Technische Redaktion und E-Learning-Systeme (B.Eng.)	T oder G
Wirtschaftsinformatik (B.Sc.)	T oder W

How to apply for Studienkolleg via uni-assist step by step:

- 1) Register to the online-portal at www.uni-assist.de
- 2) Fill in the form “Basic Questions”
- 3) Go to Search Study offers:
 - a. Choose the semester winter/summer
 - b. Choose your desired qualification: Bachelor/ Master
 - c. Choose the University: “Merseburg, Hochschule Merseburg”

 SEARCH STUDY OFFERS

Please choose the semester:

Please choose your desired qualification:

And/or choose the university you are interested in:

Below you can choose the academic field you are interested in. You can use different search methods:

- You can select an academic field from the drop-down menu
- **or** in the lower box you can enter the exact course name
- **or** you can enter a search term if you are unsure - our system will then display all courses containing this search term.

4) Click on the desired degree program, e.g. "Chemie-und Umwelttechnik"

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AND/OR CHOOSE THE UNIVERSITY YOU ARE INTERESTED IN	PLEASE CHOOSE YOUR DESIRED QUALIFICATION	AND/OR CHOOSE THE ACADEMIC FIELD YOU ARE INTERESTED IN	APPLYING VIA
HS Merseburg (FH Merseburg)	Bachelor (FH)	Angewandte Informatik	
HS Merseburg (FH Merseburg)	Bachelor (FH)	Automatisierungstechnik/Informationstechnik	
HS Merseburg (FH Merseburg)	Bachelor (FH)	Betriebswirtschaft	
HS Merseburg (FH Merseburg)	Bachelor (FH)	Betriebswirtschaft berufsbegleitend	
HS Merseburg (FH Merseburg)	Bachelor (FH)	Chemie- und Umwelttechnik	
HS Merseburg (FH Merseburg)	Bachelor (FH)	Dualer Studiengang Wirtschaftsingenieurwesen	

- 5) Create your application:
- a. Answer general questions
 - b. Allocate files
 - c. Submit the application online

Application created successfully.

VIEW/EDIT APPLICATION

winter semester 2018 (beginning of studies in september/october 2018) - Merseburg, Hochschule Merseburg - Bachelor (FH)
 - Chemie- und Umwelttechnik - keine

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Semester:	winter semester 2018 (beginning of studies in september/october 2018)
University:	Merseburg, Hochschule Merseburg (FH Merseburg)
Course qualification:	Bachelor (FH)
Subject:	Chemie- und Umwelttechnik
Course major:	keine

6) Print the application form and send it together with the application documents (CV, diploma, language certificates etc.) to:

**Hochschule Merseburg
 c/o uni-assist e. V.
 D-11507 Berlin**

You will need to provide the following documents:

- Curriculum vitae with a passport photograph
- A certified copy of your diploma from your home country presenting your entrance qualifications for an institute of higher education
- If you have already studied in your home country: Diploma, university certificates and transcripts from your previous study program in your home country
- A certified copy of your language certificate in German (at least B1).

Uni-assist requires a certified copy of your documentation with a certified translation into German - not the original document!

Uni-assist will pre-check your application and let you know about the result of this pre-check as soon as possible. You will usually receive your evaluation result in 4 to 6 weeks. Please note that uni-assist charges a fee for the processing and evaluation of your application documents. Refugees in Germany may apply free of charge: <https://www.uni-assist.de/en/refugees/apply-free-of-charge/>.