



Medizinische Fakultät Mannheim
der Universität Heidelberg
Universitätsklinikum Mannheim



**APPLICATION FORM INTERNATIONAL MASTER PROGRAMME
TRANSLATIONAL MEDICAL RESEARCH**

starting September

please enter year

application deadline: March 15th of respective year

Where did you first read about this programme?

1. Personal Details:

First Name (s) _____

Family Name _____

female male (please tick appropriately)

Place of Birth (City, country) _____

Date of Birth (DD/MM/YYYY) _____

Nationality _____

Correspondence Address _____

Email _____ Phone _____

(including country code)

Back-up Email _____

Contact in case of emergencies:

Name _____ Relationship to you _____

(first name, family name)

City, Country _____ Phone _____

(including country code)

Email _____

2. Educational Background

2.1 Please indicate your higher education (university) entrance qualification

(e.g. GCE, Baccaalaureat, High School diploma or equivalent)

Title _____ Place and Date of Issue _____

2.2 Please give a complete list of your university studies

Name, place and country of University	Subject	from - until	Degree	Final Grade achieved*

*Please attach evidence of academic achievements (see end of this form) including the grading scheme used at the respective institution

3. Professional Experience

Please give a complete list of your professional experience (start with the most recent/current)

Name and country of workplace	Position	from - until	Responsibilities

4. Other Information

4.1 English Proficiency

(teaching language during higher education or proven by TOEFL/ IELTS/CAE/CPE)

4.2 Other Languages

please indicate level (excellent, good, fair, basic) _____

4.3 Computer skills _____

4.4 Any other skill related to study _____

4.5 Laboratory experience

I have at least 1 ECTS (30h) laboratory experience which can be deduced from my transcript of records. Course Name: _____ Year: _____

I have at least 1 ECTS (30h) laboratory experience and have added proof to my application.

If my application is chosen for admission I wish to do the laboratory course in the last week of August either to fulfill the requirement of 1 ECTS or to refresh my lab knowledge.

(This is not an official registration for the course)

4.6 Financial Statement

Universities in Baden-Württemberg charge a tuition fee of 1500 € per semester for students from countries outside of the EU (European Union) and/or EEA (European economic area) for Bachelor and Master programmes. This fee has to be paid in addition to the usual semester fee of between 150 and 200 € which all students have to pay. Fees need to be paid upon enrollment. For more information please contact studium@uni-heidelberg.de.

If you are a resident of a non-EU and non-EEA country:

How are you going to finance your studies?

If you receive a scholarship:

Name of Sponsor _____

Duration of Scholarship _____

I confirm that I am aware that I need to have the fee available at enrolment.

Signature

PLEASE ENCLOSE THE FOLLOWING DOCUMENTS

▶ Certified Educational Certificates

If original certificates are not in German or English, please also attach an official English translation

▶ Certified Transcript of Records (comparative grades achieved), and an explanation of the applied grading scheme

▶ Proof of competence in the English language (IELTS, TOEFL or CAE/CPE) or proof of exemption*

▶ Resume (Curriculum Vitae)

▶ Personal statement (letter of motivation)

▶ Two letters of recommendation which should be included with the application in sealed envelopes and not be sent separately. Only two reference letters will be taken into account, so please do not send more.

▶ If not obvious from your transcript of records: Proof of at least 1 ECTS (30h) of laboratory experience. If this proof is not provided you will need to take a one week laboratory course in the last week of August. This course will be subject to a fee.

▶ Copy of the main pages of your passport

Medical Faculty Mannheim of Heidelberg University – MSc Application Form

With my signature, I confirm that the information given above is correct and complete.
An application with missing document(s) is regarded as invalid and will not be processed.
I know that incorrect information may result in refusal or revocation of the enrolment.
I understand that my documents will not be sent back.

_____ (Date and Signature of Applicant)

Legal Basis for data handling

Individual data shall be collected, stored and processed in performance of the lawful functions of the university (including its faculties, central bodies, institutes and secretariats) pursuant to paragraphs 2, 32 to 38, and 58 to 62 of the University Act of the Land of Baden-Württemberg (Landeshochschulgesetz, hereinafter LHG) of 1 January 2005 (GBl. Nr. 1, S. 1 ff) and pursuant to the Data Protection Act of the Land of Baden-Württemberg (Landesdatenschutzgesetz, hereinafter LDSG). The regulation issued by the Ministry of Science pursuant to paragraph 12 of the LHG on the collection and processing of personal data of 1 January 2005 (GBl. Nr. 1, S. 1 ff) permits such data to be transmitted to third parties, in particular to other universities, statutory health insurance agencies, child benefit funds of government employment offices, agencies for the promotion of education and vocational training, social security insurance authorities, war pensions administration offices, public relief associations and the salary office of public employers, if the requirements in paragraphs 13 to 16 of the LDSG have been satisfied.

Please sent all documents to:

Medizinische Fakultät Mannheim der Universität Heidelberg
Zentrum für Biomedizin und Medizintechnik Mannheim (CBTM)
Mikrovaskuläre Biologie und Pathobiologie
z.H. Frau Anja Käppele
Ludolf-Krehl-Str. 13-17
D-68167 Mannheim

**Please note: All documents have to be in the office in Mannheim by March 15th latest.
Only complete applications will be processed.**

*Only applicants that meet either of the following requirements are exempt from proving proficiency in English:

- Applicants who are a native English speaker and have completed secondary education in any one of the following countries: Canada, USA, UK, Ireland, New Zealand, Australia
- Applicants who have completed their bachelor education in any one of the following countries: Canada, USA, UK, Ireland, New Zealand, Australia