



Dentistry, Medicine, Pharmacy
intended degree: *Staatsexamen*

Information on the application procedure
for applicants **with** citizenship of an EU/EEA member state
and for *Bildungsinländer*
(applicants with German higher-education entrance qualification – *Abitur*)

- summer semester 2019 -

At Heidelberg University, the above-mentioned study courses are subject to a so-called *Studienjahrsregelung*. This means that these study courses can only be started in the winter semester and that all subsequent semesters are bound to this rhythm: In any given winter semester, you can only apply for semesters with an uneven number (1st, 3rd, 5th, etc.); in any given summer semester, you can only apply for semesters with an even number (2nd, 4th, 6th, etc.).

Application for a higher subject-related semester (transfer students)

The application procedure for the application for a higher subject-related semester depends on whether you are applying in the scope of a so-called *Hochschulortswechsel* or a *Quereinstieg*.

You must apply in the scope of a *Hochschulortswechsel* if you have already started the same study course you wish to apply for at Heidelberg University at a **higher-education institution in Germany or in an EU-member state**.

You must apply in the scope of a *Quereinstieg* if you have either already started the same study course you wish to apply for at Heidelberg University at a higher-education institution **outside the EU** or if coursework already completed **in a different subject** (studied in Germany or abroad) can be accredited towards the required study course by the Examinations Office in charge.

1. Application in the scope of a *Hochschulortswechsel*

The application to a higher semester in the scope of a *Hochschulortswechsel* must be made directly at Heidelberg University. You must send your data electronically via the respective online portal and must send all required application documents in due time and form.

Application period: 1 December 2018 - **15 January 2019** (receipt at Heidelberg University)

Online application: http://www.uni-heidelberg.de/studium/interesse/onlinebewerbung/hoeheres_fs.html

Address: Universität Heidelberg
Zulassungsstelle
Seminarstraße 2
D-69117 Heidelberg

At the end of the online-application process, a PDF document is generated, which you must print out, **sign** and – together with all required application documents – send to Heidelberg University **in due time**. Please note that proof of foreign education must be handed in as **certified copies**; all other documents may be handed in as regular copies (no certification necessary). Except in the case of documents in German or English, a **certified translation** into German must be handed in as well. Incomplete application dossiers cannot be included in the selection process for study places.

Required application documents:

- Certificate or diploma entitling you to embark on a university course in your home country (e.g. Baccalauréat, GCE–A&O-Levels, etc.), including a list of grades
- When applicable: university admission exams taken abroad, including a list of grades, and/or letter of admission
- When applicable: successfully completed *Feststellungsprüfung*, including a list of grades
- When applicable: all higher-education certificates (from colleges, academies, universities, etc.) that you have already obtained, including lists of grades per semester or year of study (transcript of records).
- When applicable: photocopies of all semesters completed/credits obtained (transcript of records) per semester or study year, if the degree course has not yet been completed
- When applicable: Any semesters taken at a German higher-education institution must be documented by enrolment certificates (original or certified copy). The certificate must indicate the name of the study course, the current subject-related semester and the intended degree.
- Certificate of the Examinations Office of your home university that you have not lost examinations privileges in the intended study course or a similar study course, neither for a single course nor for the intermediate or final exams of the study course as a whole.
- In case of a transfer from abroad: accreditation of coursework from the Examinations Office in charge (Landesprüfungsamt). This document may be handed in until 15 February 2019. Contact: http://www.uni-heidelberg.de/courses/prospective/admission_int/recognition.html
- Proof of German language knowledge
- Copy of passport (page with name in Latin transcription)

2. Application in the scope of a *Quereinstieg*

The application to a higher semester in the scope of a *Quereinstieg* must be made directly at Heidelberg University. You must send your data electronically via the respective online portal and must send all required application documents in due time and form.

Application period: 1 December 2018 - **15 January 2019** (receipt at Heidelberg University)

Online application: http://www.uni-heidelberg.de/studium/interesse/onlinebewerbung/hoeheres_fs.html

Address: Universität Heidelberg
Zulassungsstelle
Seminarstraße 2
D-69117 Heidelberg

At the end of the online-application process, a PDF document is generated, which you must print out, **sign** and – together with all required application documents – send to Heidelberg University **in due time**. Please note that proof of foreign education must be handed in as **certified copies**; all other documents may be handed in as regular copies (no certification necessary). Except in the case of documents in German or English, a **certified translation** into German must be handed in as well. Incomplete application dossiers cannot be included in the selection process for study places.

Required application documents:

- Certificate or diploma entitling you to embark on a university course in your home country (e.g. Baccalauréat, GCE–A&O-Levels, etc.), including a list of grades
- When applicable: university admission exams taken abroad, including a list of grades, and/or letter of admission
- When applicable: successfully completed *Feststellungsprüfung*, including a list of grades
- When applicable: all higher-education certificates (from colleges, academies, universities, etc.) that you have already obtained, including lists of grades per semester or year of study (transcript of records).
- When applicable: photocopies of all semesters completed/credits obtained (transcript of records) per semester or study year, if the degree course has not yet been completed
- When applicable: Any semesters taken at a German higher-education institution must be documented by enrolment certificates (original or certified copy). The certificate must indicate the name of the study course, the current subject-related semester and the intended degree.
- Certificate of the Examinations Office of your home university that you have not lost examinations privileges in the intended study course or a similar study course, neither for a single course nor for the intermediate or final exams of the study course as a whole.
- In case of a transfer from abroad: accreditation of coursework from the Examinations Office in charge (Landesprüfungsamt). This document may be handed in until 15 February 2019. Contact: http://www.uni-heidelberg.de/courses/prospective/admission_int/recognition.html
- Proof of German language knowledge
- Copy of passport (page with name in Latin transcription)