

## Checklist for Applicants

### International Applicants (with foreign-earned higher education entrance qualification) for Full-Time Undergraduate Studies

**Please note:** We accept officially authenticated copies of certificates in German, English and French. Applicants whose certificates are issued in a different language must also submit authenticated translations. The translation and authentication must be undertaken by a sworn translator (in Germany or in your native country).

The original copies of the uploaded certificates must be submitted at enrolment.

**The application is made via document upload. Please apply via the application portal at <https://www.studium.uni-freiburg.de/de/bewerbung/bls> and follow the given instructions. The application portal is open from June 1<sup>st</sup> for the winter semester, and from December 1<sup>st</sup> for the summer semester.**

**In order to apply, please submit the following documents:\***

**School certificates (as well as an authenticated translation)**

We require your secondary school leaving certificates in the original language as well as an official translation into German or English if the original is not already in German, English, French, Italian or Spanish. In assessing the equivalence of your school diploma, we observe the guidelines set by the Central Office for Foreign Education Systems (<http://anabin.kmk.org/anabin.html>). We therefore need to request additional educational records from applicants from certain countries.

**University entrance examination certificate (as well as an authenticated translation)**

If you took part in a university entrance examination, please upload your documents in the original language and, if necessary, an official translation.

**Transcript of records (as well as an authenticated translation)**

If you are currently studying or have previously studied at a university, we need your complete academic records (transcripts, reussites, index, etc.). Please upload the documents in the original language and, if necessary, an official translation.

**University degree (as well as an authenticated translation)**

If you have already received a university degree, please upload the documents in the original language and, if necessary, an official translation.

**Proof of your language proficiency**

1. DSH (result 2 or 3) or TestDaF (with a score of at least 4 on all four parts of the test) or the Goethe-certificate C2 or the 2nd level language certificate from the Conference of the Ministry of Education and the Arts or telc C1 Hochschule.

2. Liberal Arts and Sciences: certified proof of English proficiency at B2 level (see <https://www.ucf.uni-freiburg.de/prospective-students/application-admissions> for further details). No proof of German language knowledge required.
3. Evidence of German language proficiency at B2 level is required for an application for Studienkolleg.

**CV and letter of motivation**

**Certificate of the Akademische Prüfstelle (APS) of the German Embassy**

This applies only to applicants with an university entrance qualification from China, Vietnam and Mongolia.

**Online Studychoice Assistant**

As a prospective undergraduate student, you must submit proof that you have taken an orientation test (online) to help you choose the right field of study. More information in German is available here: <https://www.studium.uni-freiburg.de/de/bewerbung/bls/docs/uni-freiburg-infoblatt.pdf/view>

The orientation test for the Liberal Arts and Science program can be found here: <http://www.osa.uni-freiburg.de/las/#>

**TestAS for subjects with restricted admissions**

The University of Freiburg considers TestAS in the selection procedure for applicants from non-EU countries. Investing the time and effort to take TestAS will be regarded as an important criterion by the selection committee, because it speaks for your motivation to study at the University of Freiburg! A good score on the test also demonstrates that you have the necessary skills for a course of study in Germany. Taking TestAS is voluntary for prospective students of the University of Freiburg! You can also decide for yourself whether or not you wish your score to be submitted to the University of Freiburg. The test does not take the place of other prerequisites for admission to studies at the University of Freiburg, such as language certificates or higher education entrance qualification.

**Letter of acceptance from your supervisor**

Only for PhD or LL.M applicants.

**Application deadlines:**

	<b>application deadlines</b>	<b>start of semester</b>	<b>start of teaching period</b>
<b>summer semester</b>	January 15 <sup>th</sup>	April 1 <sup>st</sup>	mid-April
<b>winter semester</b>	July 15 <sup>th</sup>	October 1 <sup>st</sup>	mid-October

Please note that the vast majority of our programs can only be begun in winter semester. More information on application deadlines can be found in the following link: [http://www.studium.uni-freiburg.de/en/program-offerings/all-degree-programs?set\\_language=en](http://www.studium.uni-freiburg.de/en/program-offerings/all-degree-programs?set_language=en)

Some master and postgraduate courses have their own deadlines. Please visit our homepage for more information:

<http://www.studium.uni-freiburg.de/en/application/master>

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**Albert-Ludwigs-Universität Freiburg**

Service Center Studium – International Admissions and Services (IAS)  
Sedanstr. 6 • 79098 Freiburg

E-Mail: [international@service.uni-freiburg.de](mailto:international@service.uni-freiburg.de) . Internet: [www.uni-freiburg.de/go/ias](http://www.uni-freiburg.de/go/ias)

Tel.: +49 (0)761 203-9093, -67368, -4271, -4371, -4242

Opening hours IAS: Mo – Thu 9-12am and Tue and Thu 2-4pm

\*Please note that only uploaded documents that are fully legible, and are of a good quality can be accepted.

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