Rosenheim
Technical University
of Applied Sciences

YOUR CHECKLIST

**on applications for the Master's degree programme in
Advanced Industrial Engineering**

1. Admission requirements

The prerequisite for admission to the **Master's degree** course is a Bachelor's degree in Industrial Engineering, a corresponding technical and business-oriented degree course or a degree obtained in Germany or abroad that is equivalent to such a degree. An overall grade of 2.0 or better is required. Admission to the degree programme also requires a good command of English.

For applicants from India: a list of institutes whose Bachelor's degree programs have already been recognized as relevant by the TH Rosenheim can be found at the end of this checklist. However, Bachelor graduates from other institutes can also apply. These degrees will be reviewed by the faculty on a case-by-case basis.

You can find more detailed information in the latest Study and Examination Regulations here
☞ **Study and examination regulations and curricula.de**

2. Applications

It is possible to start studies only in a **winter semester**.

Application period:
Winter semester 15 April to 15 May (start of studies 1 October)

Please be aware that it is in your own interest to submit your application as early as possible. You must register online on our website where you will also upload all the necessary documents for your application.

☞ **www.th-rosenheim.de/studienbewerber.html**

You can find help in the helpboxes in the online-application or via our ☞ **FAQs** on this website

Study and examination regulations and curricula

Application portal

Attention: online application procedure
Please do not send us any postal applications - we are unable to consider any applications submitted by post!

Rosenheim Technical University of Applied Sciences
Student administration, Hochschulstraße 1, 83024 Rosenheim
Phone: +49 (0) 8031 805 2194, - 2195, Mail: bewerben@th-rosenheim.de

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Documents you should upload by 15 May at the latest:

◯ **If your first/undergraduate degree was obtained at a German educational institution** (If you have not received your certificate yet, you can present your confirmation of grades as proof that you have successfully completed your first degree). You may need to upload a German or English translation produced by an officially appointed translator. It is essential that this shows the overall examination result! If you have not finished your first degree by the application deadline, please observe the information on the **last** page of this information sheet.

◯ **If your first/undergraduate degree was NOT obtained at a German educational institution „uni-assist" preliminary review documentation if applicable**

☞ **www.uni-assist.de/en/how-to-apply/**

Does not apply to most Austrian and Swiss educational certificates. For details please visit:

☞ **www.th-rosenheim.de/studi-enbewerber.html**

If you did not obtain your higher education entrance qualification at a German institution, you will need a **valid VPD** (Vorprüfungsdokumentation) from **uni-assist**. Uni-assist is then going to review your documents if they match the admission requirements for German universities. Please make sure to apply for a **Master VPD** (for a master's degree programme)! You can apply at uni-assist all year round: Register with uni-assist. Upload your higher education entrance qualifications/school or university leaving certificates. Apply to TH Rosenheim with your valid VPD. Your VPD is valid for 1 year.

◯ **Proof English language skills**
The qualification requirement for the English-language degree program is English proficiency at level B2 of the Common European Framework of Reference (CEFR) for languages. These can in particular be demonstrated by:
• Internet-based TOEFL with a score of 72 points or higher.
• TOEIC with 785 points or more
• IELTS with band 6.0 or higher
• Cambridge CEFR B2 First (FCE) with Grade C (min. 160 points) or higher
• Cambridge CEFR C1 Advanced (CAE) with Level B2 (min.160 points) or higher
• TELC Certificate English B2 or higher
• Pearson PTE Academic, 60 points or higher
• At least 6 years of school English with at least the grade „sufficient" in the senior year, as evidenced by a German language university entrance qualification or an equivalent, recognized university entrance qualification from a non-German school
• completed English-language bachelor's or master's degree program
• completed English language studies in Germany and abroad
• A grade of at least „good" in the module ‚Technical English' or a comparable English module from the previous German-language degree.

Applicants whose native language is English or who have successfully studied (usually at least 50 ECTS credit points or comparable) for at least two semesters at a university in the United
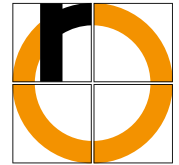
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States of America, the United Kingdom, Canada, Australia, New Zealand or Ireland are exempt from providing proof of sufficient English language skills. In cases of doubt or if no proof is available, the successful completion of a language examination at the TH Rosenheim comparable to the above-mentioned proof may be required in addition or as a substitute.

○ **"curriculum vitae" form**
The use of the form is mandatory, otherwise your application cannot be processed. This form can be downloaded from the online application portal.

○ **Diploma supplement or transcript of records**
as proof that you have achieved the required number of ECTS credits during your first/undergraduate degree. You do not have to provide this document if the ECTS credits are shown on the degree certificate. Applicants who studied for their first/undergraduate degree at Rosenheim Technical University of Applied Sciences do not need to submit this document. You may need to submit a German or English translation produced by an officially appointed translator.

○ **Proof of change of name**, if necessary (e.g. marriage certificate)

Please upload until enrolment:

○ **Reporting procedure for health insurance** in the form of an electronic report on your your insurance status (M10). Please quote our **sender number H0000974** and the health insurance fund will send the required report to us.
Find more information about health insurance:
👉 **https://www.th-rosenheim.de/en/international/incomings/general-information/health-insurance**
👉 **https://www.th-rosenheim.de/en/studies-and-further-education/before-your-studies/application-admission-enrolment**

○ **Proof of payment of the student union contribution to the amount of € 85,-**
After you have applied for enrolment via Rosenheim Technical University online applicant portal, it will generate a PDF file for you where you can find the bank details for the student union contribution. Please make sure you state the transaction reference given here, otherwise we will not be able to allocate your payment to you!
Please wait until you receive confirmation of admission before transferring any payments!

> Account statements or screenshots showing transactions are suitable evidence of this proof

○ **Certificate of removal from the university register, if necessary**
with details of the university semester or study times

> Not necessary for applicants who studied/are studying at Rosenheim Technical University or for degrees inside of Germany

3. Applicants from non-EU countries abroad
Please send your applications in early, as experience has shown that the application procedure for a residence permit takes several weeks

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4. Information for war refugees

War refugees who have a residence permit in accordance with Section 24 of the Residence Act (Act on the Residence, Economic Activity and Integration of Foreigners in the Federal Territory) can submit a **DAAD language certificate (English B2)** from TH Rosenheim's Language Centre as evidence of sufficient English language skills

👉 **www.th-rosenheim.de/studium/sprachenzentrum/sprachzertifikate/**

👉 **housing options**

If you have been admitted:

Apply for enrolment in the 👉 **Online Application Portal** by **30 June,** missing documents can be handed in until **31 August** and also submit all the required documents to the Office of Student Administration by that date. Failure to meet the deadlines will result in exclusion from the procedure!

In the case of multiple applications, apply for enrolment in only one degree programme!

- You will then receive your study documents by mail
- There is no need for personal enrolment at the university
- Important enrolment information will be sent to you by e-mail
- **Applicants from non-EU countries**
  You will receive your study documents either from the head of the degree programme or you can pick them up at the Office of Student Administration at Campus Chiemgau.
  Office opening hours Office of Student Administration:
  👉 **www.th-rosenheim.de/die-hochschule/organisation/verwaltung/studienamt**

Notice:
Your status will only change after active processing by the Office of Student Administration, not automatically by uploading documents.

What do you do if you have not completed your first degree by the start of the semester?

In this case, Student Administration will send you temporary guest access for all online services at Rosenheim Technical University of Applied Sciences. Please get in touch with Student Administration once your overall examination result has been announced to find out about enrolment.

Enrolment will need to be denied if the first degree has not been completed by the date of the first examination in the Master's degree. Completed means that the final overall examination result must have been submitted!

Processing status in the online applicant portal: „**Enrolment application in progress**".

What do you do if you have a first degree with at least 180 but less than 210 credit points?

In order to pass the Master's examination, **proof** must be provided **of the missing credits**, or they must be caught up from the range of relevant courses at Rosenheim Technical University of Applied Sciences. The Examination Committee shall determine which study achievements and examinations need to be taken additionally in the degree programme. In some cases, relevant vocational or professional work periods may be credited to the missing ECTS credits. Proof of a **total of 300 ECTS** credits (inclusive first course of studies) is therefore required to successfully obtain your degree qualification. Applicants with fewer than 180 ECTS credits from their first degree cannot be admitted to the Masters' degree programme.

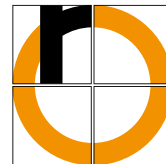**If we suspect forgery, we reserve the right to view the original document!**

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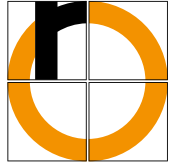
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The following institutions from India are accepted:

Name	City	State
Indian Institute of Technology Madras	Chennai	Tamil Nadu
Indian Institute of Technology, Delhi	New Delhi	Delhi
Indian Institute of Technology, Bombay	Mumbai	Maharashtra
Indian Institute of Technology Kanpur	Kanpur	Uttar Pradesh
Indian Institute of Technology, Kharagpur	Kharagpur	West Bengal
Indian Institute of Technology, Roorkee	Roorkee	Uttarakhand
Indian Institute of Technology Guwahati	Guwahati	Assam
National Institute of Technology, Tiruchirappalli	Tiruchirappalli	Tamil Nadu
Indian Institute of Technology Hyderabad	Hyderabad	Telangana
National Institute of Technology Karnataka, Surathkal	Surathkal	Karnataka
Jadavpur University	Kolkata	West Bengal
Vellore Institute of Technology	Vellore	Tamil Nadu
Indian Institute of Technology (Banaras Hindu University) Varanasi	Varanasi	Uttar Pradesh
Indian Institute of Technology (Indian School of Mines)	Dhanbad	Jharkhand
National Institute of Technology Rourkela	Rourkela	Odisha
Indian Institute of Technology Indore	Indore	Madhya Pradesh
Anna University	Chennai	Tamil Nadu
Institute of Chemical Technology	Mumbai	Maharashtra
Amrita Vishwa Vidyapeetham	Coimbatore	Tamil Nadu
Indian Institute of Technology, Mandi	Mandi	Himachal Pradesh
National Institute of Technology Warangal	Warangal	Telangana
Indian Institute of Technology Ropar	Rupnagar	Punjab
Indian Institute of Technology, Gandhinagar	Gandhinagar	Gujarat
S.R.M. Institute of Science and Technology	Chennai	Tamil Nadu
Amity University	Gautam Budh Nagar	Uttar Pradesh
Jamia Millia Islamia, New Delhi	New Delhi	Delhi
Siksha `O` Anusandhan	Bhubaneswar	Odisha
Thapar Institute of Engineering and Technology	Patiala	Punjab
Birla Institute of Technology & Science - Pilani	Pilani	Rajasthan
Indian Institute of Technology Jodhpur	Jodhpur	Rajasthan
National Institute of Technology, Calicut	Kozhikode	Kerala

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Let's go, secure your study place now via the online application portal. We look forward to welcoming you soon at Rosenheim Technical University of Applied Sciences!

Do you have **general questions about applying** for a place at university?

☞ **Find out more about the application process**

or

please contact the **Central Student Advisory Service**:
☞ **studienberatung@th-rosenheim.de**

Have you **already applied** or are you **stuck in the application process**?

Then contact us as follows, we will be happy to help you:

Online Info Sessions on how to apply (please find dates and login here):

☞ **https://www.th-rosenheim.de/en/studies-and-further-education/courses-of-study/masters-degree-programmes/advanced-industrial-engineering**

E-mail: bewerben@th-rosenheim.de
Phone: +49 (0)8031 805 2194 oder -2195

You can reach our hotline at the following times:
Monday to Friday: 8:00 h - 18:00 h

Forging documents is a criminal offence according to Section 267 of the German Criminal Code and will be reported immediately!

☞ **Online Application Portal**

☞ **To application process**

☞ **Student Advisory Service**

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