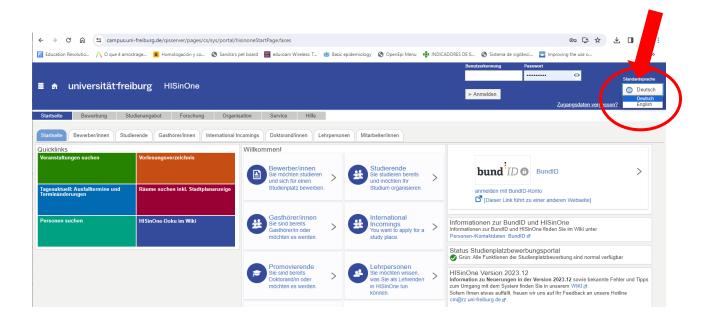
Electronic Application for Master in Global Urban Health University of Freiburg

Applications for the MSc in Global Urban Health are done through the HISinOne website (university campus management system) on this link: https://campus.uni-freiburg.de

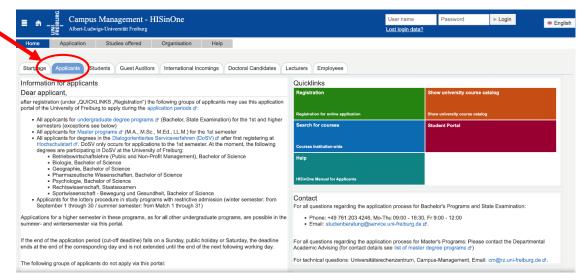
First step is the Registration (when you will create a login) and second step is the actual application to the programme.

Please follow the steps below to ensure a successful application.

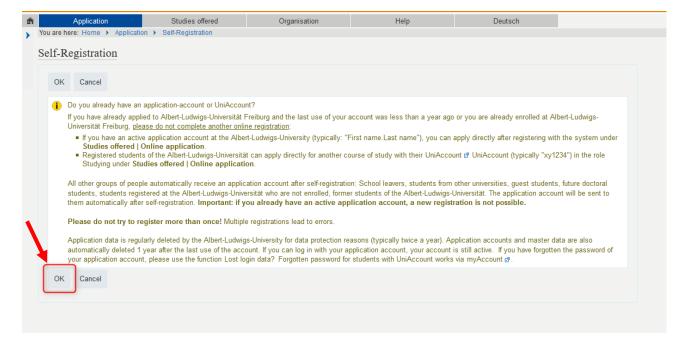
IMPORTANT! Before you begin, make sure you choose "English" as the default language of the portal in order to proceed. There is a button on the upper right-hand corner:



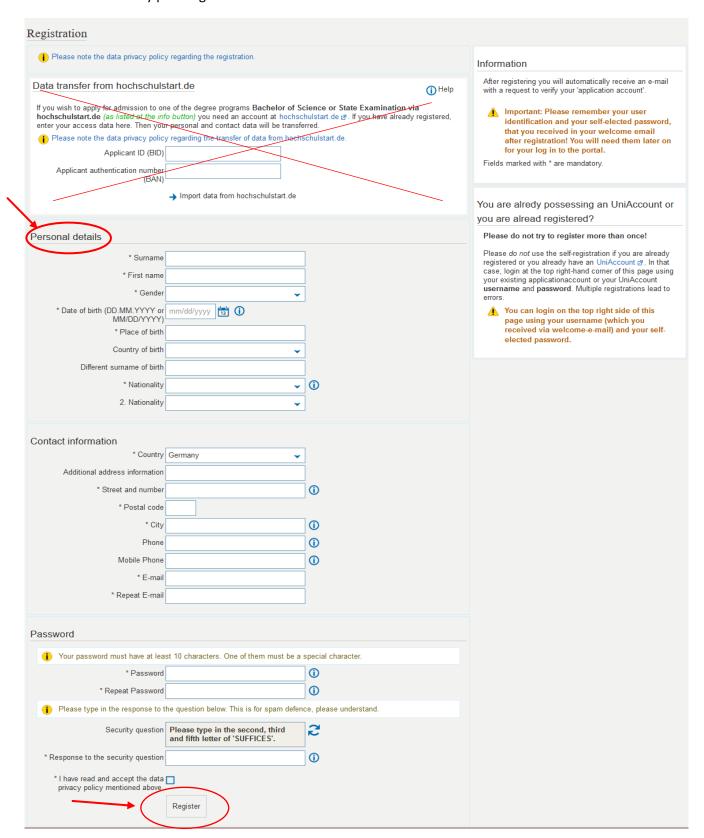
Step 1: REGISTRATION



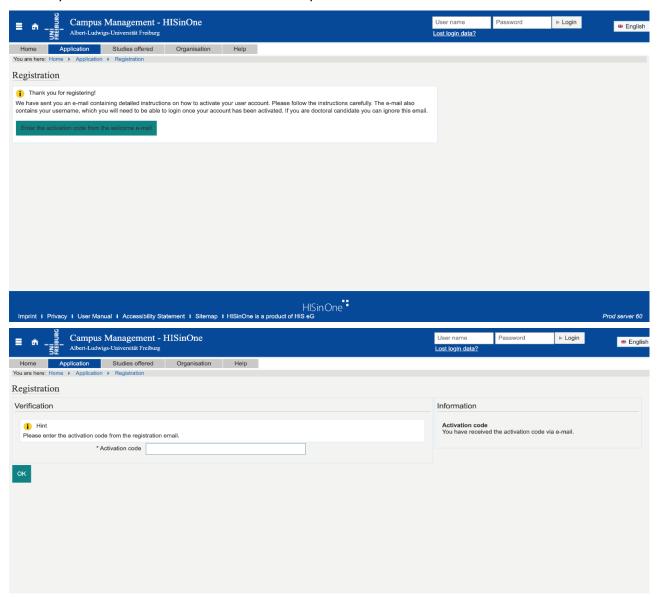
- 1. Start the self-registration process on (Click on "Application").
- 2. Read the information carefully then click on "OK", if you are eligible for registration.



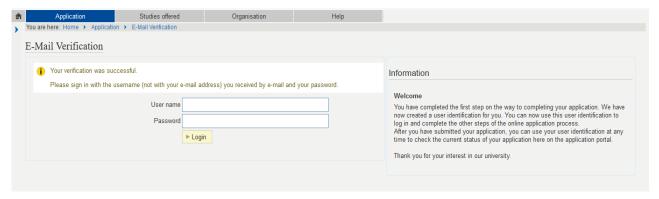
3. You don't have to fill out any information on the first box "Data transfer from hochschulstart.de". Enter your data under "Personal details" on the second box, and when you are done, click on "Register". The fields marked with * are mandatory. For some fields you can get additional information by pressing the info-button .



4. After a successful self-registration, you will receive an e-mail. You can click on the link in the mail, or you can enter the activation code manually.

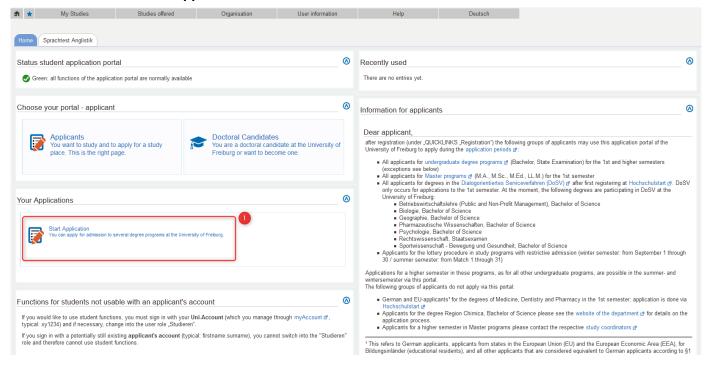


5. Now you have successfully created your application account! You can then sign in with your *Username* (received by email) and the password you created during the registration process. The username will come by email (username is NOT your email).

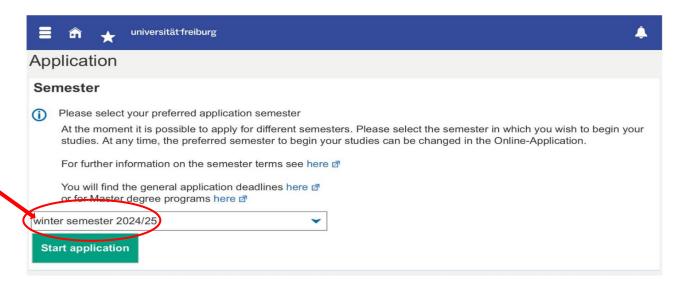


Step 2: ONLINE APPLICATION

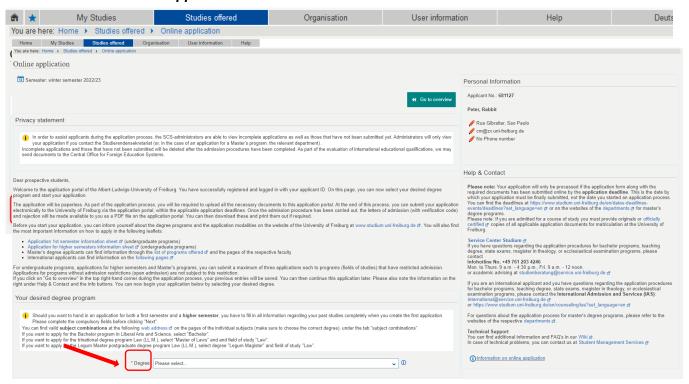
1. Click on "Start Application".



2. Choose "Winter Semester 2024/25" (Make sure you choose this option and NOT Summer Semester!)



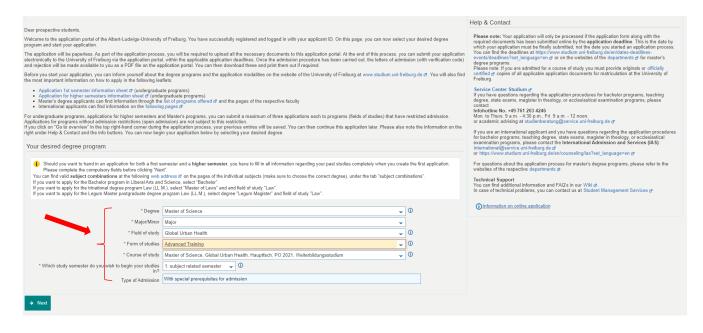
3. Click on "Add an application".



4. Select the desired <u>Degree</u> program: choose "Master of Science"

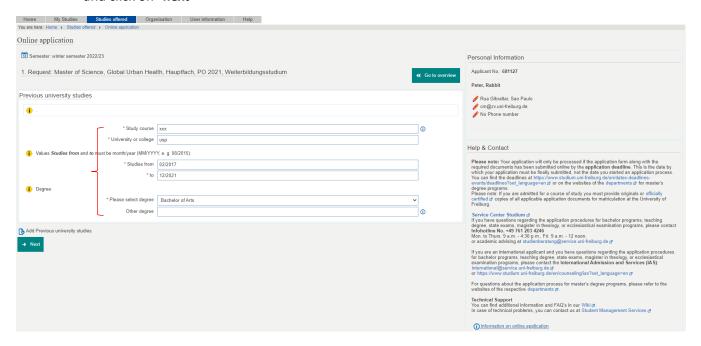
5. For the other fields:

- Major/Minor: Major (automatically filled out)
- Field of Study: choose "Global Urban Health"
- Form of Studies: Advanced Training (automatically filled out)
- Course of study: Master of Science... (automatically filled out)
- Which study semester do you wish to begin your studies in: 1. subject related semester (automatically filled out)
- Type of Admission: With special prerequisites for admission (automatically filled out)

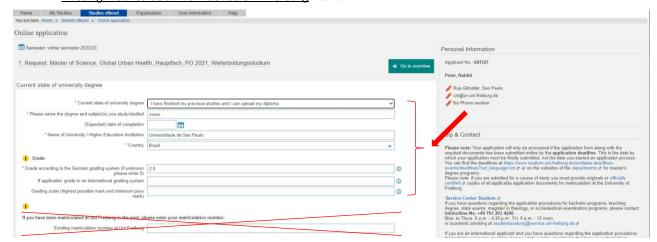


- 6. Enter information about your previous university studies/degrees
 - Study course: name of your degree (subject)
 - <u>University or college</u>: name of your university or college
 - Studies from/to: date of entry and graduation
 - <u>Please select degree:</u> select type of your degree

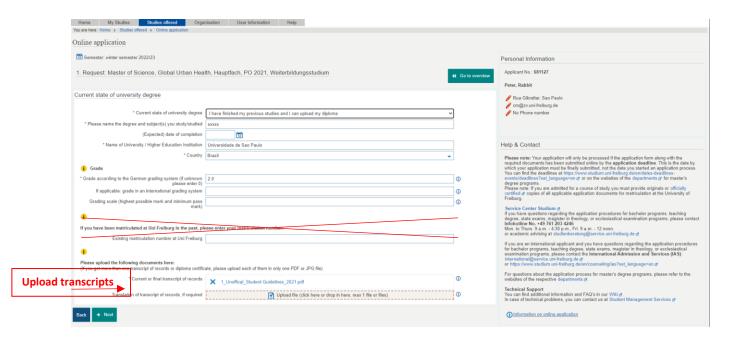
and click on "next"



- 7. Current state of your university degree (enter more details and upload your transcripts)
 - Current state of university degree: choose the current status of your degree
 - Name of the degree & subjects: name of the degree from your diploma
 - (Expected) date of completion: date on which the degree was awarded (if not complete: expected date of completion)
 - Name of university: name of your university or college
 - <u>Country:</u> country of the university
 - <u>Grade according to German grading system</u>: If you know your final grade according to the German system, include it here. If not, write "0"
 - <u>Grade in international grading system</u>: your final degree grade
 - <u>Grading scale</u>: Explain your degree scale. Write the highest possible mark and the minimum pass mark, the highest mark should come first.
 - Example: 10-5 (10 is the highest mark, 5 is the minimum pass mark)
 - Existing matriculation number at Uni Freiburg: leave BLANK

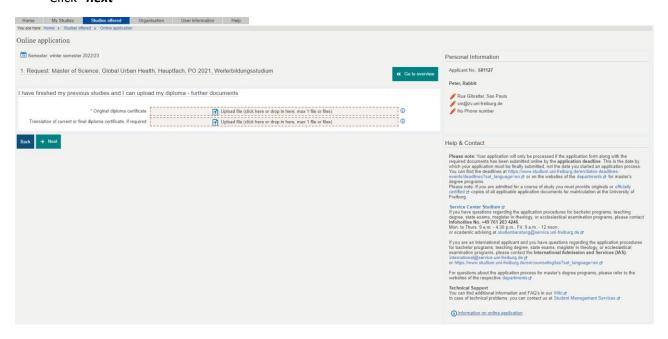


8. Upload the following documents: Transcript of records + Translation (if not in English) and click on "next"



9. Upload your Diploma + Translation (if not in English)
Please upload your original Diploma Certificate. If it is not in English, upload the translation of the diploma in the second field.

Click "next"



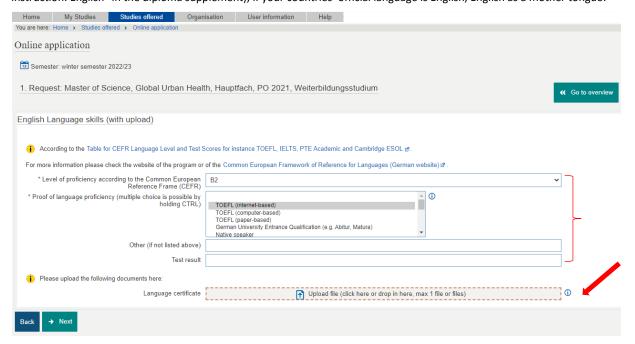
10. Upload your APS document (students from China, India and Vietnam additionally need an APS (Akademische Prüfstelle) certificate from the German Embassies in the respective countries.) If you wish to submit the APS certificate later, please upload a document with the following statement: "I will submit the APS certificate upon enrolment."



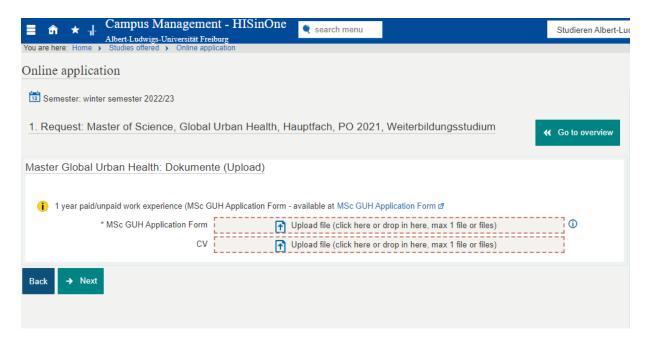
11. Please upload English Proficiency (minimum B2)

Minimum requirement for entering the Master GUH program is a B2 level of English. You must provide a proof* of your English level here. Enter the level of proficiency and type of your exam. Upload the certificate at the bottom and click "next"

*Accepted certificates: Cambridge FCE, (CAE (C1) and CPE (C2), IELTS (5.5-6.5 points), IELTS Indicator Test, PTE Academic (59-75 points), TOEFL (72-94 points "Internet" / at least 567 points "paper"), TOEFL Home Edition, OOPT (60-79 points), telc B2-C1 University, TOEIC (at least 785 points "listening / reading", 160 points "speaking" and 150 points "writing"), Completion of an English-language undergraduate course (official confirmation from the examination office or "medium of instruction: English" in the diploma supplement), if your countries' official language is English, English as a mother tongue.

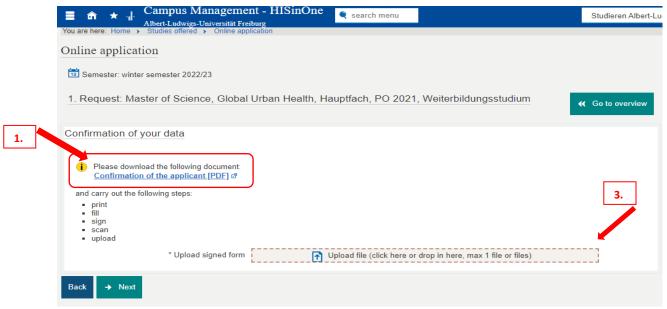


12. Upload the MSc GUH Application form (link for download here) and your CV (Europass format) and click "next"



Step 3: CONFIRMATION OF YOUR DATA

- 1. Download the document "Confirmation of the applicant (PDF)"
- 2. Print, fill it out (example below*) and sign it
- 3. Upload the signed document at the designated space.



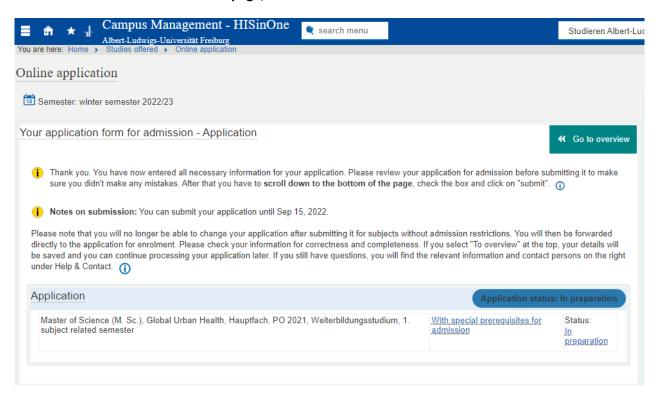
*Data confirmation form:

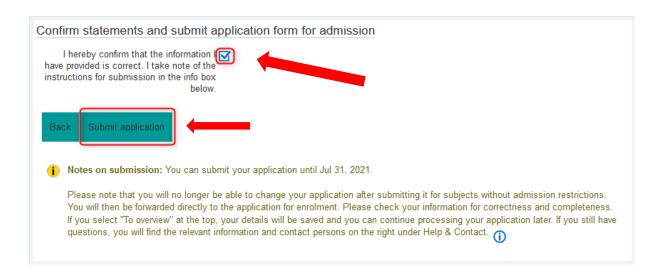


Step 4: SUBMITTING THE APPLICATION

You have now entered all necessary information for your application. Please review your data before submitting it to make sure you didn't make any mistakes.

Scroll down to the bottom of the page, check the box and click on "submit".





After you successfully submitted your application, you will receive a confirmation e-mail.