

SENDING INSTITUTION

Name and full address:

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Departmental coordinator – name, phone and fax numbers, e-mail:

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Institutional coordinator – name, phone and fax numbers, e-mail:

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PREVIOUS AND CURRENT STUDY

Diploma/degree for which you are currently studying:

Number of years of study in higher education prior to departure abroad:

Did you already study abroad? Yes No

If yes, when? At which institution?

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Please submit official transcripts (with grading scale) with full details of previous and current studies; if not in English or German, please include certified translations into German or English.

WORK EXPERIENCE RELATED TO CURRENT STUDY (if relevant)

Type of work experience	Firm/organisation	Dates	Country
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Please submit letter of reference from a current or previous employer if available.

LANGUAGE SKILLS

Mother tongue: Language of instruction at home institution:									
Other languages	I have no knowledge of this language.		I have basic knowledge of this language (level A1-A2).		I have average knowledge of this language (level A2 - B1).		I have sufficient knowledge to follow lectures (level B2 or better).		Number of years of study in this language:
	yes	no	yes	no	yes	no	yes	no	
.....			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.....			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
German	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Please include language certificate(s) if available.									

LETTER OF MOTIVATION AND CURRICULUM VITAE

Please submit a letter of motivation (typed) in English on a separate sheet of paper. Make sure that you put your name on each page.

Essay question: Please describe your motivation for the participation in this study program and state how it will contribute to your educational, career, and personal goals.

Please submit your resumé/curriculum vitae (in English).

STUDENT DECLARATION

I hereby declare that the information provided in this form is complete and accurate.

Place and date:

Signature:

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DEPARTMENTAL COORDINATOR DECLARATION

I agree to this student's participation in this study program and confirm that he/she fulfills the necessary academic and language prerequisites.

Name and title of Departmental Coordinator:

Place and date:

Signature:

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CHECKLIST

Please include:

- Completed Student Application Form with photo attached
- Learning Agreement (Participants of the IPB/IPE are required to attend the complete range of classes offered in these programs)
- Copy of passport (for non-EU students) or ID card
- Housing Form
- Your resumé/curriculum vitae (in English)
- Letter of Motivation (in English)
- Official transcripts (with grading scale); if not in English or German, please include certified translations into German or English
- Language certificate(s) (IF AVAILABLE)
- Letter of reference from a current or previous employer (IF AVAILABLE)

Please send us the following prior to your arrival in Germany:

- Financial security statement
- Proof of health insurance for your stay in Germany

Please be sure that all application materials are completed and signed prior to mailing them to the DHBW Mosbach.

Central Mailing Address:

DHBW Mosbach
International Office
Lohrtalweg 10
74821 Mosbach
Germany

For Questions:

international@mosbach.dhbw.de