



Application Deadline for Summer Semester: January 15
Application Deadline for Winter Semester: July 15

APPLICATION FORM OR INTERNATIONAL APPLICANTS*

Please apply to:

**Fachhochschule Worms
Studiensekretariat
Erenburgerstraße 19
67549 Worms**

Application from _____

(last name, first name)

Courses of study:

Internat. Business Administration & Foreign Trade 905
(Master of Arts)

SUMMERTERM 2012

Please leave this blank:

Second postgraduate Study

(Zweitstudium)

Please leave this field blank!

Bewerbernummer

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Zeugnis vom

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BA-Note:

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Vorläufig

ECTS

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bish. Semester

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Zweitstudium J/N

Punkte Note

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Punkte Fragen

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Messzahl

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Sprachlevel C1

Praktikum

Festgestellt am

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durch

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LAST NAME PLEASE FILL IN BLOCK LETTERS!!!

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FIRST NAME

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SEX

(please mark with a cross)

female

male

DATE OF BIRTH (DATE/MONTH/YEAR)

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PLACE OF BIRTH/ CITY and COUNTRY(e.g. Tomsk /Russia)

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NATIONALITY

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Permanent address (additionally address during semester if known)

Street, House

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POSTAL CODE

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CITY

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Country

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c/o

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Phone

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Mobile

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E-mail

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QUALIFICATION FOR ADMISSION TO HIGHER EDUCATION (Certified copy)
 (e.g. Lyzeum, Baccalaureat, Leaving Certificate etc.)

School	Type of Certificate	Country	Date (DATE/MONTH/YEAR)						
_____	_____	_____	<table border="1"> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>						
_____	_____	_____							
_____	_____	_____							

PRACTICAL TRAINING
 (Certificate) from

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 till

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 Amount of weeks

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PREPARATORY COLLEGE FOR INTERNATIONAL STUDENTS
 (Certified) Course Focus from

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 till

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 e.g. W-Course or T-Course

Foreign language proficiency (please fill in)

German (e.g. DSH, ZOP etc) _____

English/TOEFL (please fill in your score) _____

French _____

Spanish _____

university education in your home country from

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 till

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UNIVERSITY: _____

Important:

The information you provide must be confirmed through certified statements (e.g. certificates, diplomas)!

Failure to submit relevant certificates will result in the rejection of your application!

The applicant must submit a statutory declaration that he or she

1. has received his or her university degree at a higher educational institution or has ever been registered as an undergraduate student within the area of application of the state treaty (in this case the applicant must provide evidence of how long he or she has been registered as an undergraduate student and whether he or she has changed his or her major course of study).
2. Otherwise, the applicant must submit a statutory declaration that he or she received his or her degree at a university after 30.9.1991 or he or she was registered as a student after 31.3.1991 (if applicable for what period of time) in one of the states listed in article 1 para. 1 of the Unification Treaty (Einigungsvertrag) or in the part of Berlin where the Basic Constitutional Law of the Federal Republic of Germany was not in force before 3.10.1990.

Please mark with a cross:

- I have been registered as a student or have graduated from the following German universities:
(Please attach the transcripts of records or copies of degrees!)

Please note: According to § 2 XI of the Regulation on the University Admission (Studienplatzvergabeverordnung), the applicant is excluded from the admission process if he or she is a registered student at a German university with a major course of study identical with the course of study he or she is applying for (either as main or subsidiary application) at the time of the application!

- I have not been a student at the universities listed under 1 or 2 or have not graduated from either of the universities.
- I have not lost an examination claim in a chosen major course of study or have not lost an examination claim in any two major courses of study. Please submit a declaration of non-objection!
- I have lost the examination claim in the following courses of study _____
at the following universities _____. Please submit a written confirmation!

Furthermore I assure with my signature that:

- I do not suffer from any disease which could be hazardous to the health of other students.
- I have full capacity of all my legal affairs and have not been appointed a temporary legal guardian.
- I will notify the university immediately of all changes concerning the information provided above which occur in the application period.

(Place and date)

(Signature)

The application deadline for Summer Semester is January 15,
the application deadline for Winter Semester is July 15.
Applications received by the university after these deadlines will not be considered!

Please send your application to:
FACHHOCHSCHULE WORMS
STUDIENSEKRETARIAT
ERENBURGERSTRASSE 19
67549 WORMS

Informationsheet

Requirements for an application in Master of International Business Administration (IBA)

- The application form of our university completely filled out and undersigned by the applicant (or using online application by) and undersigned by the applicant
- 1 tabular curriculum vitae without gaps
- 1 Passphoto (small size)
- Degree of entrance qualification for higher education (e.g. School leaving Examination, High School Diploma, Secondary Leaving Certificate)

Further requirements for the admission to the consecutive International Business Administration and Foreign Trade Master's degree program are:

1.Verification of a Bachelor's degree in the Bachelor's program Internationale Betriebs- u.Außenwirtschaft at the University of Applied Sciences Worms with at least a satisfactory average grade of 3,0

or

the customary equivalent for a first degree in business with at least a satisfactory average grade of (3,0 or the country's equivalent). This applies to an accredited Bachelor, Diplom or Diplom (FH) at a German or comparable foreign university in another business course of studies of at least 210 European Credit Transfer System Points (ECTS).

2. Bachelor's program graduates with less than 210 credit points have to render performance which is taken into account for the bachelor's degree with 30 credit points as an additional admission requirement:

a. Completion of an internship

I. With a duration of at least 20 weeks at a national or foreign company after receiving the bachelor's degree.

II. The internship is to be confirmed through an internship certificate issued by the company and an internship report. The internship has to be completed before applying for the Master Thesis. The study regulations (Studienplan) cover further issues regarding the internship.

b. Verification of at least one year's worth pertinent professional experience after receiving the bachelor's degree and before attending the master's program. The confirmation is effected through a certificate issued by the employer.

3. Language Skills

Additionally English language skills equivalent to the C1 Level of the General European Reference Frame for Languages are required. Evidence can generally be provided by:

a. Verification of a first academic degree with English as teaching language

b. Verification of a pre-university secondary education in English, from a country with English as its official language

c. Test of English as a Foreign Language:

I. Internet Based Test (TOEFL iBT) with at least 83 points

II. TOEFL Computer-Based (CBT) with at least 220 points

III. TOEFL Paper-Based (PBT) with at least 560 points

d. International English Testing System – Academic Test (IELTS) with at least band 6.0.

!!! The test results (3 c/d) should not exceed 2 years of age on the appointed date of Application!!!

➤ Following questions must be answered:

(print page 8 and add it to your application)

- max. 150 words per answer-

1. Why did you choose Worms as your favourite study location?

2. Why did you select the master programme "International Business Administration"?

3. Which IBA Master's classes do you find most interesting and why?

4. Describe your academic background in foreign trade

5. Describe the influence of SEPA (Single Euro Payments Area) on companies:

Please note:

It is the responsibility of the applicant to forward all required documents. Applications which are not complete at deadline will not be considered.

In case of further questions relating to the application or its procedure, please contact the study office, Tel. 0049-(0) 6241-509180 or email: studiens@fh-worms.de

Admission Procedure

(1) The admission for the master's degree program takes place during the summer and winter term. The deadlines are January 15 and July 15 respectively. The application for admission and all required documents have to be present at an institution named by the University of Applied Sciences in Worms on the appointed date of application.

(2) The admission takes place on basis of the bachelor's degree grade as well as a qualifying examination defined by the examination board and explained in the application documents. The score of the qualifying examination is valid only for the admission cycle following the application.

1. Why did you choose Worms as your favourite study location?

2. Why did you select the master programme "International Business Administration"?

3. Which IBA Master's classes do you find most interesting and why?

4. Describe your academic background in foreign trade!

5. Describe the influence of SEPA (Single Euro Payments Area) on companies!

Name: _____ Applicationnr.: _____