

Fachhochschule Westküste
 Akademisches Auslandsamt
 z.Hd. Anne-Katrin Beck
 Fritz-Thiedemann-Ring 20
 25746 Heide

**Application
 for the preparatory course for refugees
 at the Fachhochschule Westküste – West Coast University of Applied Sciences
 for the winter term 2020/21 and the summer term 2021**

Application deadline (definitive): August 20th 2020

I wish to attend the preparatory course at the Fachhochschule Westküste – West Coast University of Applied Sciences for the winter term 2020/21 and the summer term 2021.

Personal information					
Last name				First name	
Date of birth	dd	mm	yyyy	<input type="checkbox"/> Female	<input type="checkbox"/> Male
Place of Birth				Nationality	
Do you have underaged children that need supervision during the time of the course?	<input type="checkbox"/> Yes <input type="checkbox"/> No			Is that supervision secured for the entire class time every day?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Address					
Street					
Postal code, city					
Country					
Phone					E-Mail
Emergency contact (Name, address and phone)					
Have you already applied for asylum in another EU country?	<input type="checkbox"/> No <input type="checkbox"/> Yes, in: _____				

The preparatory course for refugees at the Fachhochschule Westküste – West Coast University of Applied Sciences is financed with funds from the State of Schleswig-Holstein, the DAAD, and the Federal Ministry of Education and Research (BMBF).

Information on social services					
Social Welfare agency (e.g. Jobcenter Steinburg)					
Adress of the agency					
Name of the case worker					
Customer number at the agency					
Educational qualifications					
Name of qualification		Date of exam	dd	mm	yyyy
		Place of exam			
Tertiary (university) qualifications (when applicable)					
Name of qualification		Date of exam	dd	mm	yyyy
		Place of exam			
Work experience					
Type of work		from (mm/yyyy)	to (mm/yyyy)		
		at			
Type of work		from (mm/yyyy)	to (mm/yyyy)		
		at			

Please enclose the following documents with the application form (must be translated into German or English, and the copies need to be certified). Please do not submit original certificates or school/university reports! The documents specified in **bold** text are required for admission. If these documents are unavailable, at least one of the documents mentioned in non-bold text under the respective bullet point has to be submitted.

- Passport** or
 - Other proof of identity (e.g. refugee identity card)
- Proof of current residence status**
- CV including educational biography**
(times, places, schools, universities)

- Secondary school leaving certificate and/or**
 - Proof that you passed the entrance examination at another university (if available) and/or
 - Official certificates from universities/colleges previously attended and/or
 - Other proof of enrollment in course of study and/or
(e. g. transcript of records, student ID, record of study)
 - TestAS results (mandatory in conjunction with an application for special cases if school leaving certificates or university certificates are unavailable) with a value of at least 95, both in the TestAS core test and the subject-specific module.
- Proof of language skills on the level B1 CERF**
- Registration for participating in the German proficiency test at Fachhochschule Westküste – West Coast University of Applied Sciences on July 13th 2020 at 10am**

Important advice for your application

Please make sure that the documents required for evaluating your eligibility are submitted in full and by mail by August 20th 2020. If you are unsure which documents are relevant, please submit all documents you have available.

In the following, please indicate which course of study/studies you would be interested in upon successful completion of the preparatory course (multiple answers allowed).

Bachelor's Degrees

- B.A. Betriebswirtschaft**
B.A. Business Administration
- B.A. Betriebswirtschaft – Triales Model**
B.A. Business Administration – Triple Model
- B.Sc. Elektrotechnik/ Informationstechnik**
B.Sc. Electronics / Information Technology
- B.A. Immobilienwirtschaft**
B.A. Real Estate Studies
- B.A. International Tourism Management**
- B.Sc. Management und Technik**
B. Sc. Management and Technology
- B.Eng. Umweltgerechte Gebäudesystemtechnik**
B.Eng. Environmentally Friendly Building Management Systems
- B.A. Wirtschaftspsychologie**
B.A. Business Psychology
- LL.B. Wirtschaftsrecht**
LL.B. Economics and Law

Master's Degrees

- M.Sc. Automatisierungstechnik**
M.Sc. Automation Technology
- M.Sc. Green Energy**
- M.A. International Tourism Management**
- M.Sc. Mikroelektronische Systeme**
M.Sc. Microelectronic Systems
- M.Sc. Wirtschaftsingenieurwesen - Digitale Wirtschaft**
M.Sc. Industrial Engineering – Digital Economy
- M.A. Wirtschaftspsychologie**
M.A. Business Psychology

Others

Information sheet

Your personal information will be collected and stored for the application and admission process to the preparatory course. The Fachhochschule Westküste – West Coast University of Applied Sciences as well as other institutions which are involved in the preparatory course will have access to this data.

If compulsory questions are not answered, the application cannot be processed and will need to be returned. This means that applicants will risk missing the deadline. The applicant for the preparatory course is responsible for submitting the application in full before the deadline.

The application for admission to the preparatory course has to be submitted by the deadline stated in this application form. If the deadline is not met, the application cannot be considered for admission to the preparatory course.

The application for the preparatory course has to be submitted in full and as an original hard copy to the Fachhochschule Westküste – West Coast University of Applied Sciences. Applications submitted via e-mail and incomplete applications will not be processed.

Only the official written notice of acceptance or rejection by the International Office can be considered as legally binding. E-mails, phone calls and personal conversations are not legally binding.

This information sheet is part of the application for the preparatory course at the Fachhochschule Westküste – West Coast University of Applied Sciences. I hereby confirm that I have read the entire information sheet and acknowledge its contents.

Place and date

Signature

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