TUHH
Technische Universität Hamburg

HOW TO APPLY FOR THE INTERNATIONAL MASTER'S PROGRAMS AT TUHH

Dear Applicant

Thank you for your request for information regarding admission to the international Master's degree courses at Hamburg University of Technology (TUHH). We appreciate your interest. Please read this guide intently. It will answer many of your questions.

The international Master's degree courses at TUHH only start in winter semester (October 1), lectures at TUHH usually start in mid-October. There is no spring or summer semester intake.

General information on the international Master's degree courses at TUHH is available at https://www.tuhh.de/tuhh/en/studying/before-studying/degree-courses/international-study-programs.html.

ADMISSION REQUIREMENTS (and subject specific requirements)

Admission to TUHH is highly competitive.
A Bachelor's or equivalent degree from a recognized university in a relevant subject matching the respective Master's degree course at TUHH as well as a very good previous academic performance are required for admission to the international Master's degree courses at TUHH. For more details about the essential subject specific admission requirements please refer to https://www.tuhh.de/tuhh/en/studying/before-studying/degree-courses/international-study-programs/how-and-when-to-apply/specific-requirements.html

Chemical and Bioprocess Engineering
Applicants must hold a Bachelor's or equivalent degree in Chemistry, Chemical Engineering or Biotechnology.

Environmental Engineering
Applicants must hold a Bachelor's degree in Environmental Engineering, Civil Engineering or Chemical Engineering.

Global Technology and Innovation Management & Entrepreneurship
This course is designed as a Joint-Master-Program. Applicants must hold a Bachelor's or equivalent degree from a recognized university in engineering, science and technology, business engineering, business administration (including business informatics, business mathematics and business geography) or economics.

Information and Communication Systems
Applicants must hold a Bachelor's degree in engineering, preferably specializing in Electrical or Computer Engineering.

Mechanical Engineering and Management
Admission requires a Bachelor's degree in Mechanical Engineering and applicants should have a strong understanding of mechanics, mathematics and diverse topics of mechanical

engineering. Applicants should also bring along a basic understanding of business administration.

Mechatronics
Admission requires a Bachelor's degree in Mechanical Engineering or Mechatronics.

Microelectronics and Microsystems
Applicants must hold a Bachelor's degree in engineering, preferably specializing in Electrical Engineering.

LANGUAGE REQUIREMENTS

The international Master's degree courses are conducted in English language.
All applicants must submit a valid proof of proficiency in English, even though English might be an official language in their home country and even though their previous education might have been conducted in English language. Valid means that any certificate may not be older than two years. For the winter semester 2023 the test may not be older than March 1, 2021.

Only native English speakers from Australia, the UK, Ireland, USA, New Zealand, or Canada (except Quebec) are exempted from this requirement. In this case please submit a copy of your passport.

Candidates must prove their proficiency in English by one of the following tests:

- a valid TOEFL score report. The minimum TOEFL score for admission to TUHH is 90 internet-based. The TUHH institution code is 8165, a department code is not required. The TOEFL ITP or the TOEFL Essentials Test will not be accepted! (http://www.ets.org/toefl)
- a valid IELTS-Academic score report. The minimum overall IELTS score for admission to TUHH is 6.5. (http://www.ielts.org)
- a valid Cambridge Certificate in Advanced English (http://www.cambridgeenglish.org/)
- a valid Cambridge Certificate of Proficiency in English (http://www.cambridgeenglish.org/)
- a valid “telc English C1”-result (http://www.telc.net/)

A formal proof of proficiency in German is not required for admission to the international Master’s programs. The Master's degree courses in Mechanical Engineering and Management and Mechatronics are partly taught in German. For these courses a basic knowledge of German is strongly recommended. A basic knowledge of German will also be helpful for everyday life in Hamburg.

APPLICATION PROCEDURE + DEADLINE OF APPLICATION

Application period for winter semester 2023: **December 1, 2022 – March 1, 2023**
All applicants have to apply online. The online application will be available only during the application period.

Before starting the online application all applicants have to do the “pre-check”. The “pre-check” only takes two minutes time and doesn’t require any preparation. During the “pre-check” we will check in particular if your GPA is meeting our very strict requirements. Once you have entered your data we will send you an e-mail to advise on whether you stand a reasonable chance of gaining admission to study for an international Master's degree at the TUHH. If you do, the e-mail will include a link to our online application facility. It is not possible to access application facility without the "pre-check".

During the pre-check, we will not check your academic suitability in detail. Even if you receive a positive email after the pre-check, you still have to check yourself whether you meet the subject specific requirements: https://www.tuhh.de/alt/tuhh/education/degree-courses/international-study-programs/how-and-when-to-apply/specific-requirements.html.

Pre-Check: https://tune.tuhh.de/tusp/precheck/?lang=en

During the application process applicants have to check their application status online on a regular basis, at least once a week. Please refrain from inquiries concerning the status of your application by e-mail or phone.

The processing of applications will take several weeks, so it is strongly recommended to apply as early as possible.

TUHH does not cooperate with uni-assist. Please apply directly!

TUHH does not charge application fees.
Applying via agencies or agents will neither enlarge your chance to get admission nor speed up the selection process! If we come to know that your online application has been submitted by an agency or agent we will not process it. Please apply directly at TUHH!

DOCUMENTS OF APPLICATION

Please upload the following documents. It is only possible to upload PDF files with a maximum of 7 MB per file. Documents sent by post cannot be considered:

1. **Curriculum vitae / résumé**
   TUHH does not require or provide any standard format for the CV.

2. **Bachelor's degree certificate or provisional degree certificate**
   Bachelor's degree certificate or equivalent including your aggregate mark or grade average. If your final degree certificate is not yet available, you need to submit an official provisional degree certificate or an official letter of your registrar, dean or academic supervisor, listing the remaining subjects and, if possible, the prospective grades as well as the prospective final grade average. A sample – we strongly recommend using it – can be found at http://www.tuhh.de/t3resources/tuhh/download/studium/studieninteressierte/Prognoseab131.pdf (Please refer to page 2 of the sample for the English version.)

3. **Complete university transcript of records or provisional transcript**
   Complete university transcript of records (semester mark sheets), listing your subjects and grades. If your final year transcripts are not yet available, you need to submit an official provisional transcript or an official letter of your registrar, dean or academic supervisor, listing the remaining subjects and, if possible, the prospective grades .

4. **Official explanation of the university grading system**
   Official explanation of your university grading system issued by your registrar, dean, or academic supervisor, indicating at least the maximum passing grade, the minimum passing grade and the minimum passing grade for graduation. If the complete grading system, including the minimum passing grade for graduation, is explained on your transcript of record a separate explanation is not required. If the minimum grade for graduation is not explicitly mentioned on your transcript or degree certificate please submit an additional official explanation.

5. **Proof of English: TOEFL, IELTS, CAE, CPE or telc**
   Applicants whose native language is not English must submit a valid proof of proficiency in English up to the application deadline. Please refer to page 2 of this guide.

6. **ECTS form**
   You will find a sheet named “ECTS” after you have logged in to the special online application portal (only for Information and Communication Systems, Mechanical Engineering and Management and Mechatronics). Please complete the form to the best of your knowledge.

7. **Modul manual**
   If possible please submit a modul manual or a detailed summary (subject matter, duration, examinations etc.) of lectures attended by you during your studies.

This is a complete list of application documents! Any other documents (GRE, statement of purpose, letters of recommendation e. g.) will neither be read nor considered.

Special information for graduates from European universities

Please also submit a copy of your European Diploma Supplement.

Special information for applicants from India

Please also submit copies of your Diploma degree certificate and transcript.

Special information for applicants from China, India and Vietnam

Applicants from China, India or Vietnam must additionally submit an APS-certificate of the Academic Evaluation Centre (APS) upon ernolment. The Academic Evaluation Centres (APS) are institutions of the German Embassies and the German Academic Exchange Service (DAAD). The APS checks the university entrance qualification and academic performance of applicants who wish to study in Germany. Applicants have to apply for the APS-certificate at the Academic Evaluation Centre in charge. Exceptions to this are not possible! Applicants who hold a scholarship from DAAD or another recognized German scholarship organization might be exempted from this requirement.

- Academic Evaluation Centre China: https://www.aps.org.cn/
- Academic Evaluation Centre India: https://aps-india.de/
- Academic Evaluation Centre Vietnam: vietnam.diplo.de/vn-vi

The APS procedure will take a very long time, so you should apply for the APS certificate as early as possible!

If you have further questions about the APS certificate please contact the Academic Evaluation Centre in charge directly!

FEES, EXPENSES AND SCHOLARSHIPS

Application fees
TUHH does not charge application fees.

Semester contribution
The major part of the cost of education at TUHH is financed through taxes.
Students only have to pay a semester contribution of approx. €340 per semester. A ticket for public transport is included in the semester contribution.
Exception: For the Master's degree course in Global Technology and Innovation Management & Entrepreneurship tuition fees are charged, for details please refer to: https://www.g-time.org/fees-funding.

Cost of living
The cost of living in Hamburg are rather high. Students should count a minimum of €850,- per month including accommodation, heath insurance and study material.

Scholarships
Information on scholarships is available at
https://www2.daad.de/deutschland/stipendium/datenbank/en/21148-scholarship-database/.

ACCREDITATION

The international Master's degree courses are accredited by ASIIN:
https://www.asiin.de/en/quality-management/accreditation-degree-programmes/decisions.html.

NIT/TUHH: DOUBLE DEGREE PROGRAM

The NIT/TUHH Double Degree Program in Engineering and Technology Management enables outstanding B.Sc. graduates in engineering, computer or information science to complete their studies with a Master of Science in Engineering at the TUHH plus a Master of Arts or MBA in Technology Management at the NIT Northern Institute of Technology Management. Admission to one of the M.Sc. courses at TUHH is a precondition for being considered for the Double Degree Program.

The Double Degree Program is tuition-based. Student loans and scholarships, awarded by NIT partner companies, are available for outstanding applicants. For further information on the Double Degree Program, the financial aspects of the program and the application process please go to https://www.nithh.de/study/technology-management/double-master/.

The application process for the Double Degree option is integrated into the application process of TUHH. If you want to apply for the NIT/TUHH Double Degree Program, please choose "Master of Science (NIT)" in the TUHH application portal. Applying for the Double Degree Program does not prejudice your chances of admission to one of the M.Sc. programs at the TUHH. **You will be able to withdraw your application for the Double Degree Program at any point in the application process, in which case only your M.Sc. application will be processed further.**

Your application for the Double Degree Program will not be processed by the NIT until you have been offered admission into the M.Sc. program of your choice. After that the NIT Admissions Team will get in touch with you to inform you about the status of your application for the Double Degree Program. At that point (and not earlier), promising candidates will be asked to submit further documents (e.g. a statement of purpose, letters of recommendation , proof of professional experience) and / or are asked to participate in an interview (usually via Skype). Until then, we kindly ask you to refrain from inquiries regarding your application status at the NIT.

For further information regarding the specific application and admission requirements at the NIT, the application documents, tuition fees and financing options please contact admissions@nithh.de

The NIT program in Technology Management is accredited by FIBAA, for more information please check http://www.fibaa.org/en/fibaa.html **.**

FURTHER INFORMATION

Information on the admission requirements and the application procedure for the German-taught Master's programs at TUHH is available at
https://www.tuhh.de/tuhh/studium/vor-dem-studium/studienangebot/masterstudiengaenge.html (Master's programs in German)
https://www.tuhh.de/tuhh/studium/vor-dem-studium/bewerbung/masterstudiengaenge-deutschsprachig.html (application procedure)

Students at TUHH do not receive accommodation on enrolment! The accommodation situation for students is extremely difficult, as cheap accommodation is hard to find. Further information about accommodation is available at
https://www.tuhh.de/alt/tuhh/international/incoming-international-students/accommodation-office.html.

Further general information about studying in Germany is available at
https://www.study-in-germany.de/en/.

Further information about the city of Hamburg is available at http://english.hamburg.de/.

CONTACT

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If you have further questions please contact us via study@tuhh.de.
To answer your questions we need to know in which program you are interested in and, if available, your application number.

Address
Hamburg University of Technology (TUHH)
STUDIS / Admission and Registration
Am Schwarzenberg-Campus 3 (building E)
21073 Hamburg
Germany

Contact persons, office hours and further details can always be found at
https://www.tuhh.de/tuhh/en/education/contacts/admission-registration-office.html.

IMPRINT

Hamburg University of Technology
STUDIS Studierendenservice / Admission and Registration
Am Schwarzenberg-Campus 3 (building E)
21073 Hamburg

Contact: https://www.tuhh.de/tuhh/en/education/contacts/admission-registration-office.html
Internet: www.tuhh.de
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Note: This guide is valid for the winter semester 2023-intake for the first time. It will be revised at regular intervals. There is no legal claim for the following semesters.