Information for foreign applicants

General information

At universities in the Federal Republic of Germany classes are held on a semester basis. Each winter semester runs from Oct 1st to March 31st and each summer semester from April 1st to Sep 30th.

Classes generally begin in the middle of October or April and end around the middle of February or July. Applications are normally only accepted for the winter semester, but there are some exceptions where first year students / freshmen can apply to begin their studies in the summer.

For more information see the overview of subjects at HHUD (Fächerübersicht Heinrich-Heine-Universität).

The deadlines for application for a place at HHUD are:

- **Programmes with general (NC) or local (Orts-NC) admission restrictions:**
  Jan 15th (summer semester) or July 15th (winter semester)

- **Programmes with free admission:**
  End of the first week of April (summer semester) or the first week of October (winter semester)

The five faculties at HHUD are:

- Faculty of Medicine
- Faculty of Philosophy
- Faculty of Mathematics and Natural Science
- Faculty of Economics
- Faculty of Law

The programmes and degrees offered by these faculties can be found in the overview of subjects at HHUD (Fächerübersicht Heinrich-Heine-Universität Düsseldorf). If you have any general questions or specific queries about individual programmes, please contact the Student Service Centre (SSC) in building 21.02, Universitätsstrasse 1, 40225 Düsseldorf. Opening hours: Mon-Fri, 8am to 6pm.

Programmes with general (NC; “numerus clausus”) or local (Orts-NC) admission restrictions can only consider applicants with very good grades. As the number of places for such programmes is limited, the majority of applicants has to be rejected.
Admission requirements

Applicants from other EU member states, Bildungsinländer (i.e. non-German applicants with German university entrance qualifications / German university degree) and naturalised German citizens (including those with multiple citizenship) are to apply online for a university place to study medicine, dentistry or pharmacy as freshmen to the Stiftung für Hochschulzulassung (Central Office for the Allocation of University Places), just like German applicants. (Postal address: Stiftung für Hochschulzulassung, 44128 Dortmund; www.hochschulstart.de).

Applicants from other EU member states, Bildungsinländer and naturalised German citizens (including those with multiple citizenship) are to apply online for a university place for programmes with local admission restrictions (ONC) directly to our university or for study programmes which take part in the Dialogorientierten Serviceverfahren (DoSV) via hochschulstart.de (www.hhu.de), just like German applicants.

For programmes with free admission, Bildungsinländer and naturalised German citizens apply just like German applicants. This group of applicants is not required to submit an application for admission to university for foreign students.

Applicants with a school certificate which would entitle them to study in their home country and which is roughly comparable to a German school-leaving certificate generally meet the requirements to apply for a university place and can submit their application as a foreign student. For an overview of worldwide educational degrees and their acceptance regarding an application at German universities, visit www.anabin.kmk.org.

Applicants with a school certificate which would entitle them to study in their home country but which is not roughly comparable to a German school-leaving certificate have to attend a Studienkolleg (preparatory college) where they can take the university entrance assessment test before applying for a university place.

Studienkollegs offer one-year courses in the areas M (medicine/biology/pharmacy), T (technical/mathematical/natural science degree programmes), G (German/humanities), W (economics/sociology) or S (languages) as preparation for the university entrance assessment test.

Applicants interested in studying chemistry (bachelor) can only apply with the assessment test in area T, whereas applicants interested in studying social sciences (bachelor) can only apply with the assessment test in area W.

For more information and an overview of all active German Studienkollegs please visit: www.studienkollegs.de.

Knowledge of German

Applicants are strongly advised to acquire good German language skills before leaving their home country, as nearly all lectures and seminars are held in German. With applying for a university place, all applicants must submit appropriate proof of language proficiency, e.g. German language exam certificates.

- **DSH (Deutsche Sprachprüfung für den Hochschulzugang; German language university entrance exam)**

Any non-Germans applying for a university place must submit proof that they have passed the DSH-2 or DSH-3 together with their application.

A DSH-1 certificate is insufficient for an application at any German university!
• **TestDaF (Test Deutsch als Fremdsprache: Test of German as a Foreign Language)**

Instead of a DSH certificate, applicants can alternatively take the TestDaF at TestDaF centres in Germany and worldwide. The test consists of four parts of which every part has to be passed with a grade of 4 or 5. (Further information at [www.testdaf.de](http://www.testdaf.de)).

• **Additional certificates**

In addition to their native school-leaving or university certificates, non-German applicants must submit a certified copy of their DSH certificate (DSH-2 or DSH-3), TestDaF (every part has to be passed with a grade of 4 or 5) or one of the following language proficiency certificates when applying for a university place. The same goes for applicants from EU member states who have been accepted for a restricted (NC) programme by the [Stiftung für Hochschulzulassung](http://www.studienkolleg.de). Without such proof of German language proficiency applicants will not be able to enrol.

- Kleines / Großes Deutsches Sprachdiplom (Basic / Advanced language diploma) from a Goethe Institut
- Zentrale Oberstufenprüfung (Central, upper school level language test) from a Goethe Institut
- Goethe-Zertifikat C2: Großes Deutsches Sprachdiplom
- Deutsches Sprachdiplom (German language diploma), Level 2 as defined by the Conference of German cultural ministers
- telc Deutsch C1 Hochschule

Applicants who have a certificate proving that they have passed the Feststellungsprüfung (university entrance assessment test) of a Studienkolleg are exempt from the DSH.

**German classes**

Here you can find information about German classes at Heinrich-Heine-University: 

[www.astahhu.de/beratung-service/deutschkurse-german-classes/](http://www.astahhu.de/beratung-service/deutschkurse-german-classes/)

**Change of the application process for the first semester in medicine (state examination), dentistry (state examination), pharmacy (state examination) and business administration (bachelor)**

When applying for the first semester in medicine (state examination), dentistry (state examination), pharmacy (state examination) and business administration (bachelor), it is obligatory for applicants from Non-EU member states to hand in a preliminary check documentation (VPD) issued by uni-assist ([www.uni-assist.de](http://www.uni-assist.de)). This document has to be handed in together with the application form “Application for a university place for a foreign student”, as well as an approved language certificate (for example a DSH-2-certificate). After passing the university entrance assessment test (Feststellungsprüfung), the certificate must be submitted to uni-assist too. A uni-assist evaluation report is not sufficient.

In order to obtain a preliminary check documentation (VPD) the local educational certificates have to be verified by uni-assist. Please contact [www.uni-assist.de](http://www.uni-assist.de) timely (approximately 8 weeks before the university’s application deadline).

After obtaining the preliminary check documentation, please send it in simple copy together with the application form “Application for a university place for a foreign student” and an approved language certificate in certified copy to Heinrich-Heine-University Düsseldorf. The deadlines are the 15th of January (application for the summer term) or the 15th of July (application for the winter term).

Thus, the local educational certificates do not have to be submitted when applying to Heinrich-Heine-University anymore.
**Closing dates**

Application papers should be submitted not earlier than two months before the closing date for applications. The final deadlines for application for a place at HHUD are:

- **Programmes with general (NC) or local (ONC) admission restrictions:**
  Jan 15th (summer semester) or July 15th (winter semester)

- **Programmes with free admission:**
  End of the first week of April (summer semester) or the first week of October (winter semester)

You should not expect to receive any response to your application for 6-8 weeks after submitting your papers at the earliest. Succession procedures can mean that you may have to wait until April or October for a decision. Each applicant will definitely receive written notification and should therefore refrain from phoning to enquire about the status of his/her application even after the above-mentioned deadline has expired.

**Living conditions**

If you wish to apply for a room in student housing, please contact:

Studierendenwerk Düsseldorf
Building 21.12
Universitätsstrasse 1
40225 Düsseldorf

Internet: [www.stw-d.de](http://www.stw-d.de)
Email: [info@stw-d.de](mailto:info@stw-d.de)

**Visa – Residence permit**

For all queries regarding a resident permit, please contact the local *Ausländerbehörde* (immigration office) and not the university. Postal address: Willi-Becker-Allee 10, 40227 Düsseldorf, hotline: 0211-8921020, Email: servicepointamt54@duesseldorf.de

**Health and accident insurance, Re-registration**

On enrolling, each student under 30 years of age must show proof that s/he has a German health insurance. The insurance provider certifies whether the applicant is insured or exempt from the compulsory insurance.

On paying the social fee each semester, all properly enrolled students (not guest students) are also insured against any accidents which are connected to their academic activities.

Enrolled students must “re-register” within a certain period each semester. The closing date is announced online and must be adhered to. To re-register students must simply pay the social fee (currently around € 300).

The social fee also contains a fee for the *NRW-Semesterticket*. Further information can be found on the website of the AStA.
Application papers

The application for a university place can be requested in writing from the Registrar’s and Examinations Office (if you send a stamped and self-addressed A5 envelope) or downloaded from [www.hhu.de](http://www.hhu.de). In addition to the fully completed and signed application form, the following papers must be submitted:

**When applying for the first semester in medicine (state examination), dentistry (state examination), pharmacy (state examination) and business administration (bachelor):**

Only the preliminary check documentation in simple copy issued by uni-assist (see above) and an approved language certificate in certified copy have to be submitted when applying to Heinrich-Heine-University. After passing the university entrance assessment test (Feststellungsprüfung), the certificate must be submitted to uni-assist too. Thus, local educational certificates do not have to be handed in anymore. A uni-assist evaluation report is not sufficient.

**When applying for other programmes:**

1. School-leaving certificates (official, certified copies in the original language and in German, translated by a sworn translator; English and French certificates do not need to be translated)
2. Proof of previous study credits (official, certified copies in the original language and in German, translated by a sworn translator; English and French certificates do not need to be translated)
3. DSH/TestDaF certificate or a comparable language proficiency certificate (see the relevant section above)
4. If you have already begun studying in Germany, please submit the current Studienbescheinigung (certificate of enrolment), showing subject(s) studied, intended degree and number of semesters studied.
5. If you have attended a Studienkolleg in Germany, please submit an official, certified copy of the certificate proving that you have passed the university entrance assessment test, showing subjects studied and grades received.
6. Holders of the International Baccalaureate (IB) have to submit certified copies of their school reports of the last two years, including an overview of subjects and grades, as well as proof of a 12-year school career in addition to the IB certificate.
7. If you have changed your name (e.g. through marriage), please submit a certified copy of your marriage certificate or other appropriate proof.
8. Applicants from the People's Republic of China must submit the original Zertifikat der Akademischen Prüfstelle (APS) from the German embassy in Beijing.
9. Applicants from Mongolia require the original registration from the German embassy in Ulan Bator.
10. Applicants from Vietnam must submit the original Zertifikat der Akademischen Prüfstelle (APS) from the German embassy in Hanoi.
11. If you are planning to study for a doctorate, you need the dean’s permission and a letter confirming academic supervision by your supervisor.
12. If you are planning to study for a Master's degree, you will need to apply to the respective lecturers at HHUD (see the final page of the application form) for the essential Nachweis der besonderen Eignung (proof of aptitude). In order to do this you will need to submit proof of subject(s) studied and grades achieved at your home university, where you must have received a diploma, Bachelor’s degree, a Lisans, Licence etc. The proof of aptitude must then be submitted to the Registrar’s and Examinations Office along with your application.

A photo is not required!
All documents submitted must be official, certified copies. It is not sufficient to simply copy authentication stamps. Authentications in languages other than German, English or French will also not be accepted. All foreign language authentications (except English and French) must be translated into German by the embassy or a sworn translator. This must be visible in the use of headed paper, a stamp and the signature.

**An official, certified copy must contain:**

1. An endorsement which certifies that the copy/duplicate is a true copy of the original document (attestation clause),
2. the certifier’s signature and
3. an imprint of an official seal. An official seal usually contains an emblem. A simple stamp is not sufficient.

Late submission of missing documents after January 15th or July 15th – for applications for programmes with admission restrictions (NC/ONC) – is not possible under any circumstances. Language proficiency certificates must also be submitted with the application and cannot be handed in later.

**Please only send in your fully completed and signed application form when you can include all necessary papers. Documents handed in later cannot be properly allocated and will therefore not be considered.**