Confirmation of receipt for application documents

If you require a confirmation that we received your application, please adhere to the following steps:

1. Prepare an envelope according to the following sample:
   Put down your own name and address on it.

   *Please note: This is not a form! The following graphics are only for the purpose of illustrating how to prepare the envelope to attach to your application.*

   ![](envelope_sample.png)

   - your postal address:
     - full name
     - street + number
     - ZIP code + city
     - country (if not Germany)

2. Attach a German stamp for an international postcard (currently of 0,80€ value) or an international reply coupon.

3. Print and complete the form on page 2 ↓.
   *Please note: The name indicated on this form must be identical to the name indicated on your application documents!*

4. Enclose all of these items to your application documents.
Hiermit bestätigen wir den Eingang von Bewerbungsunterlagen für einen Studiengang an der Heinrich-Heine-Universität Duesseldorf von der oben genannten Person.

Hereby, we confirm the receipt of application documents for a study programme at Heinrich Heine University Duesseldorf, Germany, by the person indicated above.

Die Studierenden- und Pruefungsverwaltung

The Registrar's Office

Datum & Stempel (Empfanger)
Date & seal (receiving institution)