

Master Program 'Electrical Engineering (M.Eng.)'



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APPLICATION INFORMATION

Winter term 2025/26

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1. General Information

If you have any queries regarding application process and admission to the MEE Master's program, please contact the Faculty of Electrical Engineering:

Martina Manhardt, phone: +49 (0) 821-5586-3704, email: martina.manhardt@tha.de

The Student Office of Augsburg Technical University of Applied Sciences (TUAS) will help you regarding the formal and legal requirements for your application.

<u>Contact Person:</u> Bettina Bauer Phone: +49 (0) 821 5586-3950 Email: studienangelegenheiten@tha.de	<u>Postal Address:</u> Studierendensekretariat der Technischen Hochschule Augsburg An der Hochschule 1 86161 Augsburg
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The Student Office's Servicepoint is in room A 2.05; Opening hours: Tuesday to Thursday from 9:00 am - 12:00 pm.

2. Online Application

Applications for admission to the MEE Master's program are submitted exclusively via the university's application portal HIS: <https://hisinone.hs-augsburg.de>

You can only use the forms provided by Augsburg TUAS for this purpose. The application process at Augsburg TUAS is digital. Please note that all application documents must be uploaded by the end of the application deadline.

3. Application Documents

The following documents are required:

1. Printed out application form (see section 2)
2. University entrance qualification (e.g. Abitur/A-Level certificate, IB Diploma)

3. Officially certified copy¹ of your Bachelor's degree certificate (if not yet available, please provide a current transcript of records including an overview of the ECTS credits you have achieved so far). Provisional certificates are not accepted. If a certified or notarized copy cannot be provided, the applicant will, without exception, be excluded from the application procedure
4. Officially certified copy of your Transcript of Records and, if available, also of your Diploma Supplement (see also section 5.1)
5. For applicants with non-German degrees: Preliminary Review Documentation from uni-assist (VDP) (please refer to section 5.3)
6. Exmatriculation certificate² (if not yet available, a current enrollment certificate)
7. English language certificate (please refer to section 5.5)
8. Letter of motivation (specifications can be found on the website)
9. Copy of identity card or passport
10. Tabular Curriculum Vitae (CV), including an overview of relevant internships or practical training (duration/company/department) for graduates of a dual study program. As a matter of principle, you should be able to confirm all the information in your CV with supporting documents/certificates

Note: please also refer to the university website at

<https://www.tha.de/en/Application/FAQ.html>

In your own interest, we ask you to send your application to the university as early as possible.

4. Application Period

The MEE Master's program starts twice a year, in the winter term (i.e. October 1st) and summer term (March 15th). The application is possible between May 2nd and June 15th for the winter term and between November 15th and December 15th for the summer term. The application, together with the required documentation, must have been received by the

¹ Note: A certified copy of your Bachelor's degree certificate is a copy of the original documents that has been checked and approved (signed and stamped) by an official authority (i.e. lawyer, university) as a true and accurate copy

² Note: An exmatriculation certificate from your previous university confirms that you are no longer enrolled at the institution

Augsburg TUAS on or before the last day of the application period. The deadline is a mandatory time limit.

5. Admission Requirements

The qualification requirements for admission to the MEE Master's program are as follows:

5.1. Bachelor's Degree

Applicants must have completed at least a Diploma or Bachelor's degree in Electrical and Information Engineering, Mechatronics, or Computer Engineering. Please add a copy of your Bachelor's degree, your Diploma supplement together with your corresponding graduation certificate and transcript of records of your studies.

If you have not yet completed your Bachelor's degree by the time of enrollment, admission will be granted on the condition that you successfully complete your Bachelor's degree within one year and submit the certificate within this period. In this case, you would hand in a transcript of records from your current university.

5.2. Score

The Bachelor's degree must have above-average results. The grade point average for admission is 2.69 or better according to the German grading system. If you have a foreign Bachelor's degree, a preliminary review documentation (VPD) from uni-assist is required (see 5.3.).

5.3. VPD from uni-assist

In order to apply for the MEE Master's program, candidates with a first degree from a non-German institute will have to prove that their Bachelor's degree is equivalent to a German first degree. This means that you must apply to uni-assist first to validate your degree. Uni-assist is a membership corporation, which will assess your Bachelor's degree and decide if it meets the requirements for entering a Master's degree program in Germany. Augsburg TUAS conducts the admission of applicants with foreign university entrance qualifications together

with uni-assist, who validates all your certificates and transcripts of your educational records. Please request a so-called 'Preliminary Review Documentation' (German abbreviation: VPD) as soon as possible, as it can take 4 to 6 weeks to receive it. The VPD shows an average grade that is used as a basis for allocating university places.

Please note that uni-assist charges an administration fee for their services. Following this first verification process, you can apply to Augsburg TUAS. You can find all relevant information for your application at the uni-assist website: www.uni-assist.de

5.4. ECTS

ECTS stands for 'European Credit Transfer System' and helps to make courses from different European universities more comparable and transparent. ECTS credits indicate the volume of learning based on learning outcomes and their associated student workload. If your Bachelor's degree was awarded on the basis of a different credit system, please provide us with the general conversion formula of your former university at the time of your application. Applicants should have achieved at least 210 credit points in their undergraduate studies. Degree holders with degrees of at least 180 credit points (or equivalent, i.e. university degrees comprising of six semesters) will be granted provisional admission to the degree program. They are required to attain the missing credit points within one year of the commencement of studies. The Board of Examiners decides on the additional qualifications required (i.e. academic lectures, exams or practical training) and assesses whether the missing credit points have been attained prior to the start of the third semester.

5.5. English Language Skills

As the language of instruction is English, proof of English language proficiency, at a minimum level of B2 (in accordance with the Common European Framework of Reference for Languages, CEFR), is required. This is mandatory for all non-native speakers and must be submitted before the end of the application period.

The following English language certificates³ are recognized:

³ Note: Generally, test results must be less than two years old. We can only accept official certificates (as listed in this document) and kindly ask for your understanding that we cannot accept course certificates from individual language schools.

- Test of English as a Foreign Language (TOEFL): The score required is at least 80 points. Only the Test Date Score is valid; My Best Score will not be accepted
- International English Language Testing System (IELTS): The score required is at least 6.5 overall (with at least 5.5 in each band)
- TOEIC score: listening 430 - 485; reading 400 - 450
- TELC: B2
- PTE Academic score: 65 - 75 overall (with at least 59 in each section)
- Cambridge English Language Assessment: B2: First Certificate in English (FCE; at least Grade C); C1: Certificate in Advanced English (CAE)
- CET: College English Test (CET-6, min. 500)
- DAAD English language test: min. 4

5.6. Letter of Motivation

Please include a Letter of Motivation taking the following aspects into account:

- Motivation for studying the Master's program 'Electrical Engineering'
- Reasons for choosing to study in Augsburg and Germany
- Description of existing competencies and new skills and abilities to be acquired during the Master's program

6. Decision on Qualification Requirements

Applicants should pass the aptitude test set by the Faculty of Electrical Engineering. The applicants' aptitude is determined using a structured catalogue of requirements. During the application process, the Examination Board decides whether relevant qualification requirements are met. Please understand preliminary examinations and assessments are not possible.

7. German Language Skills

Students of the MEE Master's program are not required to have German language skills at the time of their application as many modules are taught in English. However, we highly

encourage accepted international students to participate in the offered German language courses during their time at Augsburg TUAS. German language skills are an important asset for increasing both your living quality in Augsburg during your studies and your job opportunities after graduation. The Center for Languages and Intercultural Communication (ZSI) offers German language courses on different levels for all learners of German.

Further information is available at the following link:

www.tha.de/en/International/Languages/German-as-a-Foreign-Language

Contact: Lena Weinkam, phone: +49 821 5586-2981, email: maria.lena.weinkam@tha.de
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8. Tuition Fees

There are no tuition fees. The semester fee is currently set at 164,25 € per semester and is collected upon enrollment or re-registration. This sum is made up of the Student Services fee of 72,00 € and the fee for the semester ticket (public transport) of 92,25 €.

You can find detailed information on:

<https://www.tha.de/en/Re-enrollment.html>

9. Scholarships and Funding Possibilities for Foreign Students

There is a broad range of scholarships for which applicants and students can apply to. In addition to financial support, some schemes also offer non-material support such as training, mentoring programs, study support meetings etc. You can find an overview of available scholarships here:

- Scholarship database of the German Academic Exchange Service (DAAD)
- Scholarship database of the German Federal Ministry of Education and Research (BMBF)

Please also refer to:

www.tha.de/en/International/International-Degree-Students/Funding-possibilities

International Office, Contact Persons:

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10. Contact

Faculty of Electrical Engineering, Contact Persons:

<u>Academic Advisor:</u> Prof. Dr. Peter Kopystynski Phone: +49 821 5586-3355 Email: peter.kopystynski@tha.de	<u>Administrative Advisor:</u> Martina Manhardt MA, PGCE Phone: +49 821 5586-293704 Email: martina.manhardt@tha.de
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www.tha.de

www.tha.de/en/Electrical-Engineering/MEE.html

Disclaimer: Information in this document is not legally binding and may be subject to change.