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Application for Admission

Furtwangen University of Applied Sciences-
Computer Science, Engineering, Business, Media

Programme applied for

BCM - Master of Science in Business Consulting
(summer entry only)

Please type or hand-write clearly (in block letters)

| | | | |
|---|---------------------------------|------------------|---|
| When do you wish to begin your studies? | | | Please affix a recent photo of yourself here! Write your name und address on the back of the photo! |
| <input type="checkbox"/> 2013 <input type="checkbox"/> 2014 <input type="checkbox"/> 2015 <input type="checkbox"/> 2016 <input type="checkbox"/> 2017 | | | |
| FAMILY NAME | | | |
| Given Names (in full, underline main first name) | | | |
| <input type="checkbox"/> Male <input type="checkbox"/> Female | | | |
| Date of Birth (yyyy/mm/dd) | Place of Birth | Country of Birth | Nationality |
| Address for Correspondence: Full name, Street, House/Apt. Number/ P.O. Box | | | |
| City | Zip Code | Country/State | |
| Telephone (include country/city code) | Fax (include country/city code) | email | |
| Home Address (if different from above): Full name, Street, House/Apt. Number/ P.O. Box | | | |
| City | Zip Code | Country/State | |
| Telephone (include country/city code) | Fax (include country/city code) | e-mail | |

Please enclose officially (German embassy/~ consulate) certified copies of original documents / highest degree first and certified translation into English or German*)

*) Translation is not necessary for certificates originally in German or English

University entrance qualification

| Type of certificate (GCE-A-level, Baccalaureat, Matura, etc.) | Name of Institution / City / Country | Grade Point Average | Date |
|--|---|------------------------|------|
| | | | |
| | | | |

Academic Record

Please list all colleges and universities you have attended so far:

| Name of Institution | City / Country | Attended (month/year) from to | Major / Program studied | Degree obtained |
|---------------------|----------------|-------------------------------------|----------------------------|--------------------|
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Native Language

Please indicate your native language(s):

English Language Proficiency

If English is not your native language, please indicate institution, country and duration of your English learning.

| Where did you learn English? Name of Institution Country | How long? from to | Hours of English Instruction per week | Grade / Level / Score reached |
|--|----------------------|--|--|
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If you have taken an English Language Test, please give details.

| Document(s) stating English proficiency: (TOEFL, IELTS) | Date of Test | Level stated / Score reached |
|---|--------------|------------------------------|
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German Language Proficiency

If German is not your native language, please indicate institution, country and duration of your German learning.

| Where did you learn German? Name of Institution Country | How long? from to | Hours of German Instruction per week | Grade / Level / Score reached |
|--|----------------------|--------------------------------------|-------------------------------|
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If you have taken a German Language Test, please give details.

| Document(s) stating German proficiency: (e.g. Goethe Institut) | Date of Test | Level stated / Score reached |
|---|--------------|------------------------------|
| | | |
| | | |

Other Language Skills

Please tick relevant boxes

Elementary / intermediate / advanced / fluent

| | | | | |
|-------|--------------------------|--------------------------|--------------------------|--------------------------|
| _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Business Courses

Please list all business or management courses you have attended during your studies:

(Please use additional sheet if insufficient space. Enclose copies of transcripts)

| Title of course | Level Use number 1 to 4 to indicate level. 1 = introductory - 4=advanced | Total attendance (hours) | Grades achieved |
|-----------------|---|--------------------------|-----------------|
| | | | |
| | | | |

Employment / Work Experience / Professional Training / Internship(s)

Please list in chronological order and enclose evidence of employment.

| Employer | City / Country | Dates | Position | Main responsibilities and duties |
|----------|----------------|-------|----------|----------------------------------|
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CV & Letter of Motivation

For admission you need to submit a CV & a letter of motivation stating your study motives and objectives. Please write a minimum of 1 and maximum of 2 pages describing your reasons for wishing to study at the Furtwangen University.

Please print or use a typewriter or PC.

Put your full name and address on top of your letter of motivation, indicate place and date and sign it at the end.

Declaration:

I confirm that, to the best of my knowledge, the information given in this form is correct and complete. If admitted, I agree to conform to the Statutes, Ordinances and Regulations of the Hochschule Furtwangen as they apply to my chosen study programme.

| | |
|------------------------|----------------|
| Signature of applicant | Place and Date |
|------------------------|----------------|

Checklist

Before returning this application form, please check that you have enclosed:

Officially (German embassy/~ consulate) certified copies of original documents / highest degree first and certified translation into English or German*)

*) Translation is not necessary for certificates originally in German or English

- 1 Completed, signed and dated the application form
- 2 A recent photo with your name/address on the back (stapled to application form)
- 3 Copy of passport (name page)
- 4 Your CV / curriculum vitae / resumé (signed and dated)
- 5 Letter of motivation (signed and dated)
- 6 Academic and professional qualification certificates (certified copies)
- 7 Academic transcripts (certified copies)
- 8 University-entrance qualification (certified copies)
- 9 Job reference(s) for one or more years after 1st Degree (certified copies)
- 10 Document stating English proficiency (certified copies)
- 11 Not compulsory, but if available:
Document(s) stating German proficiency (certified copies)

Deadlines for application:

BCM: October 15th (summer entry only)

Any urgent questions?

Contact our BCM application team at

email: Study-BCM@hs-furtwangen.de

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Please send your complete application to:

Hochschule Furtwangen
Informatik, Technik, Wirtschaft, Medien
Furtwangen University of Applied Sciences
- Zulassungsamt - BCM
Robert-Gerwig-Platz 1
78120 Furtwangen im Schwarzwald
Germany