Precision Medicine Diagnostics

Application Tutorial for the MIO-platform

Our Application platform MIO is available in two languages – English and German. The language can be switched in the upper right corner. To apply for a study program at HFU, please register with an existing email address first. Use "Admission" -> "Registration" in the upper menu bar to do so.

Upon registration, please ignore the upper fields labeled "Data transfer from external accounts" and continue to fill in your personal data. After setting your personal password, solving the security question and agreeing to the privacy policy, you can submit your registration.

Once registered, you will receive a confirmation email to your private email account containing a validation link. Follow the instructions in the email. Note the Username that was given to you, as it cannot be changed.
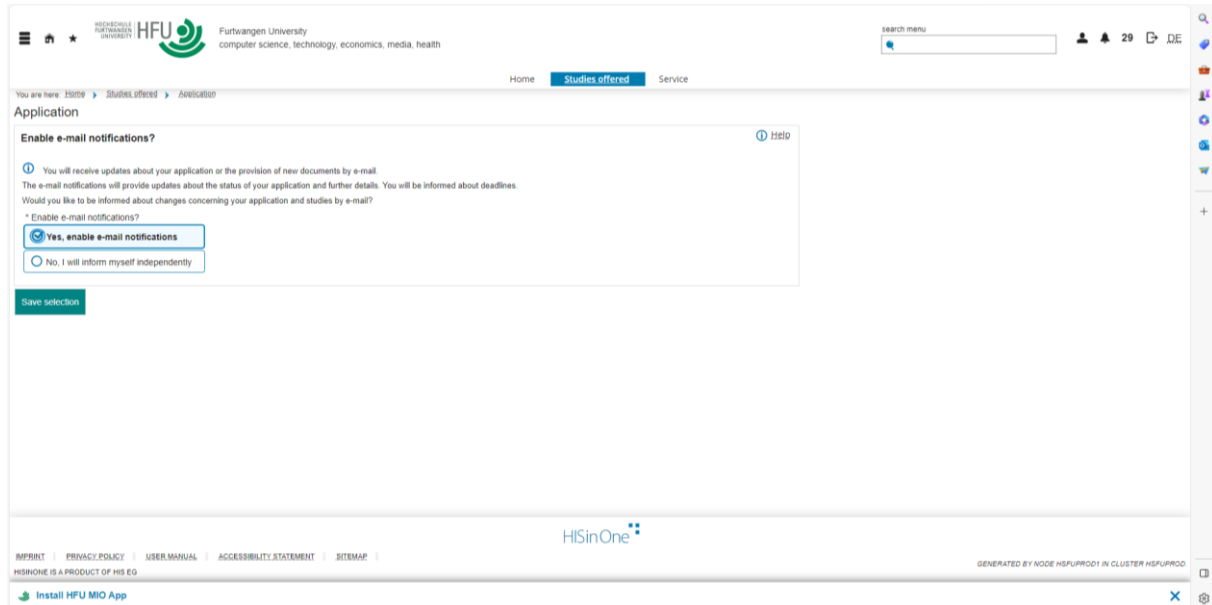
After confirming of your email address, you can log in using the username and your personal password on the main page.
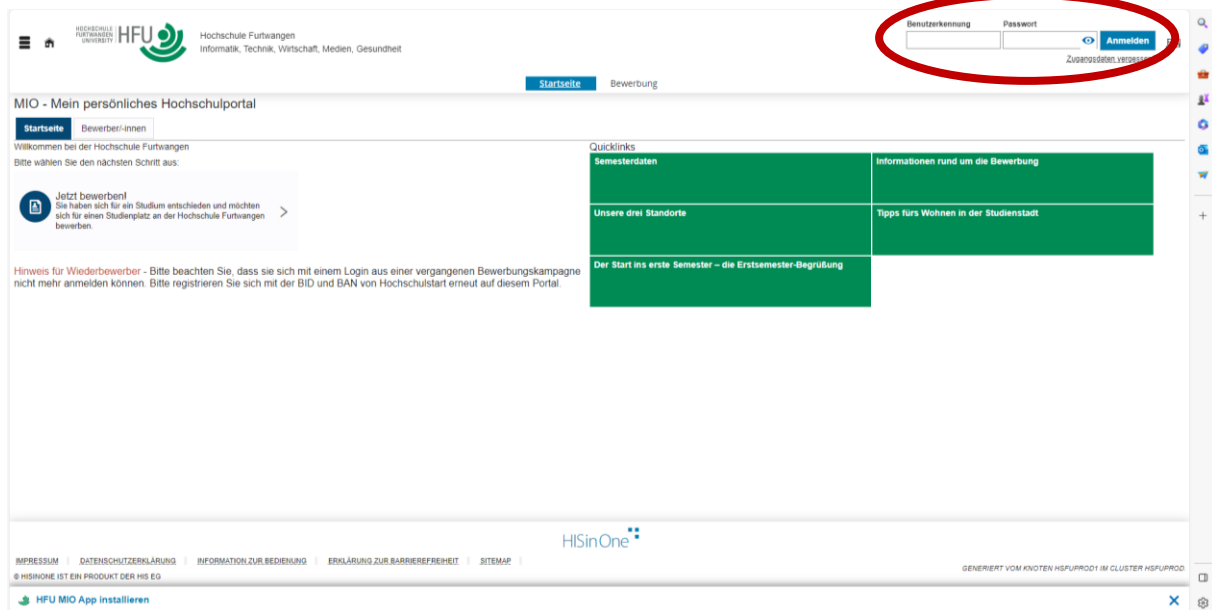
To start your application, please click the button labeled "Start application" on the right half of the screen.
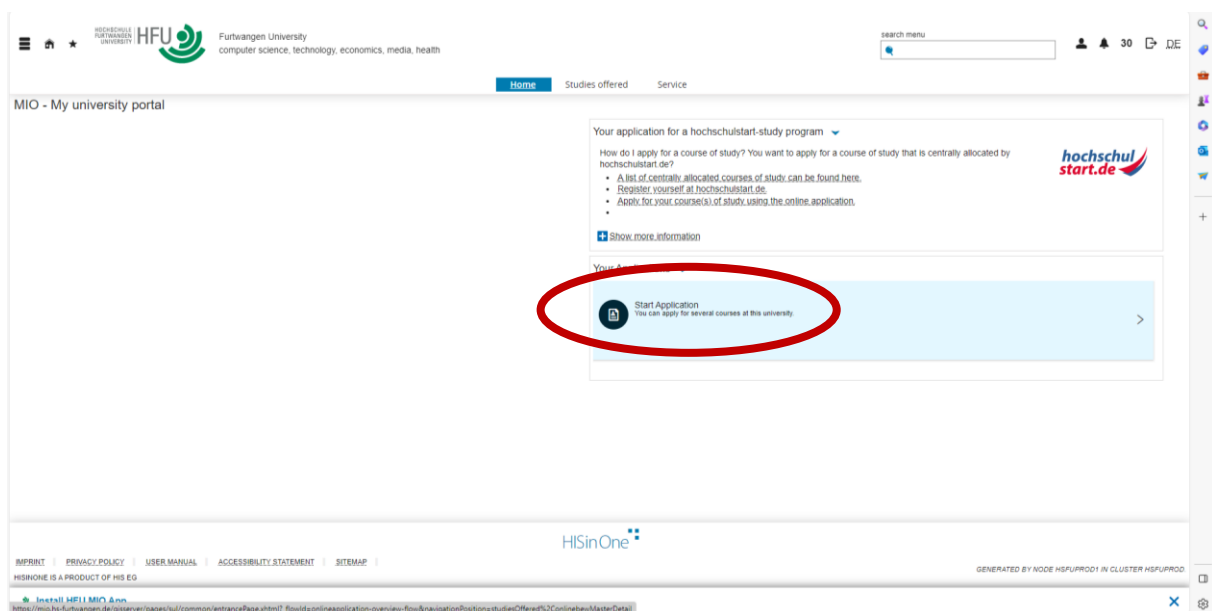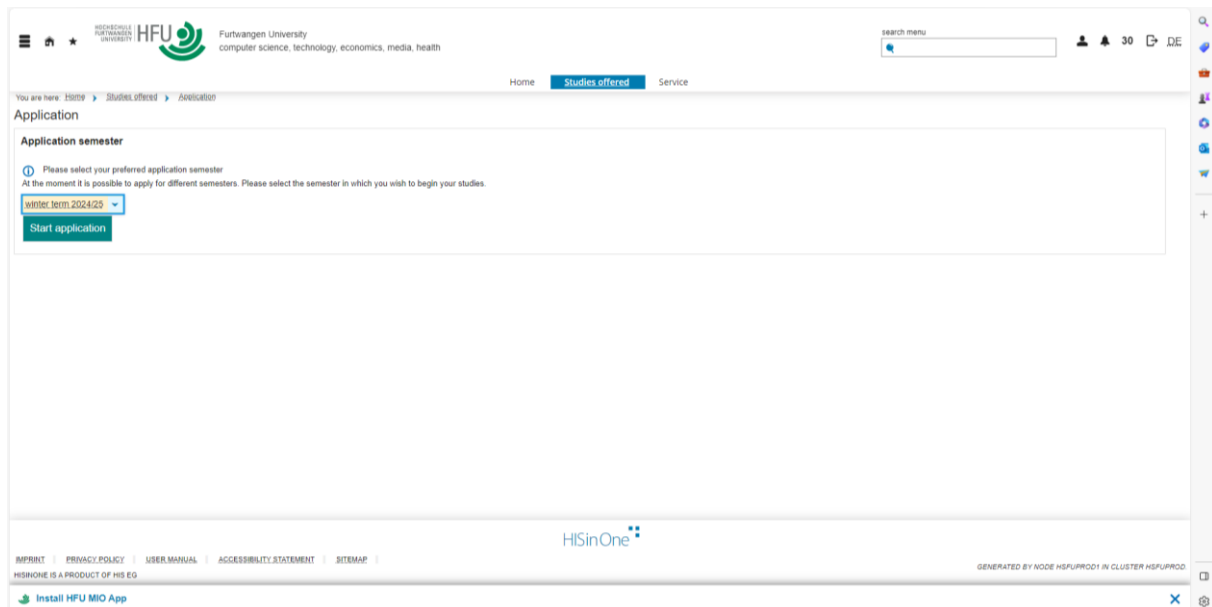
Check one of the boxes in the next screen and proceed. It is highly recommended to enable email notifications to avoid losing time during the application and subsequent enrollment process.

In the next window, please select the "winter term xxxx/xx". Since we only admit students for the winter term, our study program will not be displayed if you choose any summer term.

On the next page, all your unsubmitted requests will be listed, and below, you can add a new request by clicking on the corresponding button.

On the following page, you can choose the desired degree and subject. In this form, you have to specify your citizenship (marked with a red circle). Note that all non-EU-citizens have to undergo a visa procedure, so the admission deadline is set to May 15 to provide ample time before the semester begins. For PMD, we offer only a full-time program without the option to choose a major field of study. The admission can only be granted for the first subject-related semester, hence no choice is offered in the corresponding dropdown menus.

On the next page, please specify whether you have completed vocational training. The question regarding the completion of (Military) Service is not relevant for the master's program application or acceptance procedure; therefore, you may disregard this field.

Follow the instructions on the subsequent page to upload your high school diploma or higher secondary degree, and proceed accordingly.

On the following page, you will be required to upload your bachelor's degree certificate if available. If you anticipate completing your studies in the upcoming summer semester, please upload an up-to-date transcript of records and submit your bachelor's certificate at a later date.

Upload your transcript of records on the following page (if your certificate is not yet available) and continue to the next step.

All undergraduate degrees earned in a foreign (non-EU)-country must undergo recognition to validate their authenticity. Students from China, Vietnam and India must undergo the APS certification process conducted by the embassy. Students from other non-EU-countries must submit their documents to Hochschule Konstanz (htwg-konstanz.de). Upon completion of the recognition process, a certificate will be issued, which can be uploaded here or submitted at a later stage.

On the next page, you will be prompted to provide detailed information about your university/universities. In case you have completed multiple study programs, you can add additional input forms at the bottom of the page. Please note that the standard period of study is in **years** and must be entered in in English notation (e.g. 3.5 years for a program lasting 7 semesters).

Proceed to the next page and enter at least three fields of professional knowledge acquired during your studies or other certified training. You may use multiple instances of this form, which can be added using the button below.

On the subsequent page, you can list additional subject-related professional knowledge gained through vocational training, internships, or employment. You can add multiple instances of the input form as needed.

On the following page, please submit at least one certification of practical experience in the field of analytical laboratory science. Lab courses, internships, and employment experiences are typically accepted. Multiple certifications may also be submitted.

The next page will prompt you to declare your native speaker language proficiency and, if required, provide an English proficiency certificate. Valid certificates include, in addition to the mentioned tests, a Medium of Instruction certificate confirming that the entire study program was conducted in English.

The Language proof page will only appear if you select "No" in response to the "Native language English" field.

Subsequent pages will prompt you to upload your CV and motivation letter (mandatory), along with additional documents (voluntary) and any further voluntary information.

On the final page, an APS certificate is requested for students who have studied in China, Vietnam or India. The APS certificate is another means of recognizing academic records, specialized for the aforementioned countries. While recognition through APS is mandatory for eligible students, it can be submitted in a later stage and is therefore not a mandatory field.