

INFOSESSION

How to Apply for a Master's Degree Program at TUM

Event Overview

- **Presentation**
 1. Where to find key information on the TUM homepage
 2. How to find information about eligibility
 3. Language certificate requirements
 4. The VPD application process at uni-assist
 5. The TUMonline application portal
 6. Aptitude assessment
 7. Tuition fees, waivers and exemptions
- **Questions and Answers**

Important Organizational Information

- After the presentation, we will try to answer your questions in the Q and A tool in Zoom
- Please wait until the presentation ends to send us your questions
- Please keep the questions as short as possible, no questions related to a specific application / no application numbers or other personal details
- This presentation will also be available to download

Where to find key info on the TUM homepage

<https://www.tum.de/en/studies/degree-programs>

- Application deadlines
- Language of instruction
- Binding regulations (FPSO/“Satzung”): contains admission criteria and credit requirements
- Application and admission (required documents, application period)
- Tuition fees for international students
- Departmental Student Advisor
- Course Homepage

Am I Eligible to Study at TUM? What are the Requirements?

1. Do I qualify for graduate studies in Germany?
 - <https://anabin.de> (official government database)
2. What are the requirements for my degree program?
 - Visit Course Homepage
 - Read Academic and Examination Regulations (“FPSO”)
 - Contact Departmental Student Advisors



Language Proficiency Requirements

German:
German language certificate
or
previous German language degree

English:
English language certificate
or
previous English language degree

Mandatory Bilingual:
Both German AND English certificates are
required

Optionally Bilingual:
German OR English certificate is required
Applicants choose a language track

Some degree programs have their own specific requirements – check details in the degree program database:

<https://www.tum.de/en/studies/degree-programs>

Language Certificates

- Requirement for admission (no conditional admission possible)
- Upload in your online application before the application deadline
- Alternative proof of language proficiency (e.g. previous English/German degree, ECTS credits)
- Academic and Examination Regulations/Course Homepage
- List of accepted language certificates (e.g. TOEFL, IELTS/Goethe, Test DaF) available online:

<https://www.tum.de/en/studies/application/university-admission/languagecertificates/>

VPD Application Process at Uni-assist

- Required if you obtained the qualification for graduate studies outside the EU/EEA/Switzerland
- Preliminary Review Documentation (“Vorprüfungsdokumentation”)
- Converts your credits and grades to the ECTS system
- Applying for VPD from uni-assist is a separate step in the application process
- If you do not have your bachelor’s certificate at the time of application, use your transcript of records.

For details please read our info page: <https://www.tum.de/en/studies/application/uni-assist/>

How to Apply for VPD at Uni-assist

Apply online on
uni-assist website

Upload documents
(no hard copies
required)

Pay the application
fee to uni-assist

Uni-assist needs 4-6 weeks to issue a VPD, please apply in time

You can apply
before/during TUM
application period
(select any semester)

VPD is valid for 3 years
and can be re-used to
apply again at TUM
(even for another
master's degree
program)

How to Submit a VPD in TUM Application

Upload your
VPD in your
TUM application

OR
Upload a form
confirming that
you have applied
for a VPD

You get a new
extended
deadline from
TUM

(status
“incorrect”)

Upload your final
VPD **as soon as
you get it** (max.
6 weeks after
deadline)

TUMonline Application

Register in TUMonline portal

<https://campus.tum.de/>

(one account for each user)

Application only possible
during the application period

Please check if TUM Test required
(MSPE, MSNB, a few others)

Personalized list of required
documents generated

Upload documents until the
application deadline
(one file only for each
document)

Uploaded documents are
checked automatically

If status is "incorrect", you
can upload a new document
until the deadline

Mistakes in your application will only be corrected after the admission office has checked your documents

TUMonline Application – Suggestions and Hints

Apply as early as possible (VPD and TUMonline)

- You will get a list of required documents and have time to prepare them. Earlier applications are generally processed faster.
- You will have more time to replace incorrect documents.

Upload all documents and check them carefully

- Incomplete applications will not be considered at all
- Already accepted documents cannot be replaced (essay etc.)
- You can still upload missing documents until the deadline

TUMonline instructions

- Please read the instructions and notes in the online application
- <https://www.tum.de/en/studies/application/online-application/application-status/>

If you have questions

[TUM Student Information](#)
studium@tum.de

Phone +49 89 289 22245

Aptitude Assessment

STAGE 1

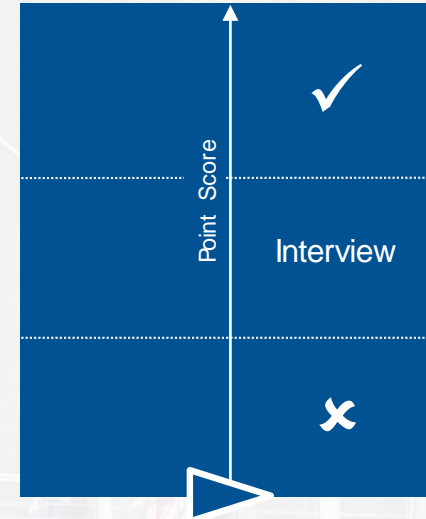
Amount of points accumulated from:

- Bachelor's degree (GPA and credits)
- Required documents submitted in application
- (Essay, Curricular Analysis, Portfolio, etc.)
- TUM test (for MSPE, MSNB, some degree programs)

Direct admission/rejection
or invitation to stage 2 (interview or test)

STAGE 2

Stage 2 (interview/written test/essay)



For details refer to the degree program database and the homepage of your department

<https://www.tum.de/studium/bewerbung/infoportal-bewerbung/arten-der-zulassung>

Approximate Processing Times – Formal Requirements

- **VPD processing time at uni-assist: 3-6 weeks** after complete document upload
- **Application processing time at TUM admissions office: 3-4 weeks** (March-April) or 4-6 weeks (May) after complete document upload in TUMonline
- Your application will be complete only **after** all the required documents **including the final VPD** have been uploaded

Incomplete applications are not processed at all – they will not be considered
Please make sure to upload all mandatory documents

Approximate Processing Times – Aptitude Assessment

Aptitude assessment (stage 1) processing time:

6-12 weeks (depending on degree program and date of application)



Invitation to stage 2 (test/interview):

Invitation sent out by the School/department responsible
(about 2 weeks in advance)

Please note:

Processing times for late applications (last week of May) always take much longer. Please apply as early as possible!

Please avoid sending status request e-mails during the processing time

Tuition Fees

Who pays tuition fees

- International students with a non-EU/EEA nationality in a bachelor's or master's degree

Exempt nationalities

- Citizens of member states of the EU + Iceland, Liechtenstein, Norway

Exempt groups

- Non-EU students with a **German school or bachelor's degree** (completed)
- Students with an „**established domestic connection to Germany**“ (required 5+ years residency and employment)
- Students with **officially recognized disabilities** (official medical proof required)

Fee structure

Master's degree programs are categorized in two fee categories

Category 1: 4,000€/semester

Category 2: 6,000€/semester



Total cost for 4 semesters (regular duration)



Category 1: 16,000€

Category 2: 24,000€

Please check the fee for your specific degree program: <https://www.tum.de/en/studies/fees/tuition>

The semester fee (in Munich area currently 85€) also has to be paid every semester

Payment Timeline

First payment:
After admission to enrol for the first semester

Re-enrolment:
Payment of the fees for the next semester

Payment deadlines:
Identical to the semester fee deadline
(February 15th / August 15th)

Waivers and scholarships application
available starting early summer 2024

After admission, you will receive specific info and payment details through your TUMonline account and an official e-mail notification.

Waivers and Scholarships

All details about waivers, exemptions and scholarships are available here:

<https://www.tum.de/en/studies/fees/tuition/scholarships-and-waivers>

Waivers

Tuition fees are waived due to special reasons (e.g. financial hardship, refugee status)

Exemptions

Tuition fees are waived due to your status (e.g. longtime German residency, disabilities)

Scholarships

Students with excellent grades can apply for a scholarship

Please note – we cannot precheck if you are eligible for a waiver, exemption or scholarship.

After you apply online, you will receive a reliable result.

A photograph of a modern, multi-story building with a dark brick facade and large windows. A prominent feature is a wide, elevated walkway or bridge with a metal railing, where a group of about ten young people are walking. The sky is clear and blue. A large, semi-transparent white rectangular box is overlaid in the center of the image, containing the text.

THANK YOU FOR YOUR ATTENTION

Contacts

Website
www.tum.de

**Student Information
Phone**
+49 89 289 222 45

Email
studium@tum.de

Departmental Student Advisors
<https://www.tum.de/en/studies/degree-programs/>