

# 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. Processing times
- **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?
  - Find your university and degree in:  
<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



**NO  
PRECHECK-  
SORRY 😊**

## 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 may be possible (e.g. previous English/German degree, ECTS credits)
- Check the Academic and Examination Regulations (FPSO)/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 of Germany (new in 2025)**
- Preliminary Review Documentation (“Vorprüfungsdokumentation”)
- Converts your credits and grades
- 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](#)

[Email: studium@tum.de](mailto:studium@tum.de)

Phone: +49 89 289 22245

Mo-Fr 09-12am (CET)



# Aptitude Assessment

## STAGE 1

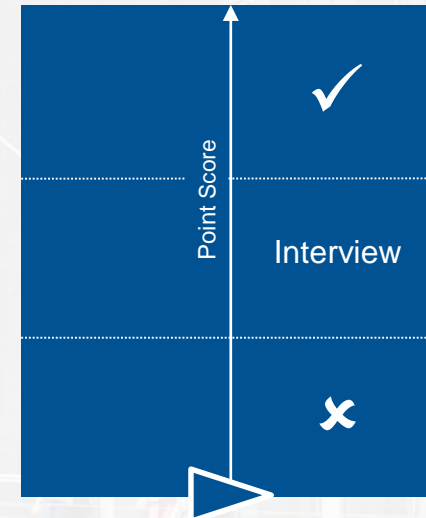
Amount of points accumulated from:

- 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 (Winter Semester-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**



A photograph of a modern university building with a balcony. Several students are walking and talking on the balcony. The building has a mix of grey concrete and dark brickwork. The sky is clear and blue.

# THANK YOU FOR YOUR ATTENTION



## Contacts

**Website**  
[www.tum.de](http://www.tum.de)

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

**Email**  
[studium@tum.de](mailto:studium@tum.de)

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