

August 12, 2009

**Information for Foreign and Stateless Applicants for Studies in Human Medicine
at Otto-von-Guericke-Universität Magdeburg**

Direct admission to studies: Winter Semester 10/11

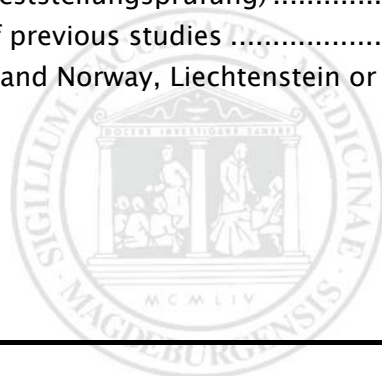
Admission to **Studienkolleg** (preparatory year):

Summer Semester 10 and Winter Semester 10/11

1. The **rules of procedure** for the selection process of international applicants for studies in Human Medicine are available in German here: <http://www.directurl.de/56416513>
2. Studies in **Dentistry are not offered in Magdeburg.**
3. The Otto-von-Guericke-Universität Magdeburg is a member of the **association uni-assist e. V.** This association checks all applications for the **Studienkolleg and for the first semester of studies** in human medicine. You are required to pay an application fee for this service within the application deadline. Further information is available in our information leaflet on uni-assist e. V. and on this website: www.uni-assist.de/english/index.html
4. Please note that after having finished studies in Human Medicine in Germany only foreign nationals that fulfil special conditions are allowed to take up a paid post as physician in Germany. Further information is available here:
<http://www.med.uni-magdeburg.de/en/ioHome.html>

CONTENTS:

I. Information on application procedure	2
II. Visa2	
III. Application: deadline and necessary documents	3
a) Application for the first semester from foreign and stateless applicants (exceptions please read III d).....	5
b) Application for assessment test (Studienkolleg/Feststellungsprüfung)	6
c) Application for transfer students / recognition of previous studies	7
d) Applications from citizens of EU-member states and Norway, Liechtenstein or Iceland	8
IV. German language proficiency	8
V. Finances	9
VI. Health insurance	9
VII. Accommodation	10
VIII. Support for International Students	11



I. Information on application procedure

Your application for the first semester of medical studies will be processed in the International Office of the Faculty of Medicine. If you have any questions concerning application requirements, please do not hesitate to contact us.

International Office Phone: +49-(0)391-67 15 143 Fax: +49-(0)391-67 290 070 E-Mail: aaa@med.ovgu.de Internet: www.med.uni-magdeburg.de/en/ioHome.html	Postal address: Otto-von-Guericke Universität Magdeburg Medizinische Fakultät Akademisches Auslandsamt Leipziger Str. 44 39120 Magdeburg
--	--

- Information on **studies in human medicine** at our faculty is available here: www.med.uni-magdeburg.de/studium
- You will find helpful information on **living and studying in Germany** on this website: www.campus-germany.de
- General information on **studying in Germany and admission requirements** are available on this website: www.daad.de/deutschland/index.en.html

II. Visa

Please inquire as early as possible, preferably before applying, at the German Embassy in your country about the requirements for entering Germany.

Entering Germany for studying purposes is only possible if you can produce a visa stating the very purpose of your stay in Germany. If you enter with a visitor's visa or without a visa at all, the Foreigners' Registration Office (Ausländerbehörde) *will refuse* to provide you with a residence permit. Detailed information is available on this website: www.auswaertiges-amt.de

GERMAN COURSES FOR STUDY PREPARATION

If you want to take German courses in Germany for preparing your studies in Germany, you have to inform the embassy about this when applying for a visa. The correct German term would be "studienvorbereitende Deutschkurse". The residence permit for German courses as study preparation will be issued for one year maximum. It is therefore advisable to learn German as good as possible in your home country to make sure that you will have enough time to complete the language requirements for admission within one year.

STUDIENKOLLEG

If your secondary education certificate enables you to study in your home country, but does not satisfy prerequisites for academic study in Germany, you must successfully pass an assessment test (Feststellungsprüfung) before being able to gain access to a German university. The successfully passed *Feststellungsprüfung* gives you the right to enter a German university but is no guarantee for a place. The one-year preparation for this exam takes place in a Studienkolleg.

MAXIMUM DURATION FOR STUDY PREPARATION

Please note that due to foreigner's legislation you have one year maximum to take German courses for study preparation and – if necessary – one year maximum for passing the assessment test of the Studienkolleg. This time period is very short, as you might not get admission to university the first time you apply.

CHANGE OF STUDY PLACE OR SUBJECT OF STUDIES

If you are already in Germany, please inform the *Ausländerbehörde* immediately on every change of residence or change of study course. Normally, your visa is only valid for a certain purpose, which is noted explicitly on the visa. If you don't inform the *Ausländerbehörde* immediately on a change of purpose of stay, you will have to go back to your country and apply for the new purpose

III. Application: deadline and necessary documents

In Germany, studies of Human Medicine are subject to admission restriction. Not all foreign applicants who apply for admission to medical studies can obtain a place. After the application deadline, all applications will be ranked regarding the grade point average and German knowledge.

Admission without proof of very good German knowledge is not possible.

Application for the first semester of medical studies is **only possible for the winter semester starting in October.**

Deadline for application: 15th of July of each year for the following winter semester. The application fee has to be paid until this date as well.

Notice:

- Please enclose all documents that support your application.
- Please read IV. German knowledge to be informed on the required German proficiency.

a) Application for the first semester from foreign and stateless applicants (exceptions please see III d)

Application deadline is 15 July for the following winter semester.

Please send the following application documents directly to uni-assist e. V.:

Postal Address: uni-assist e. V. Helmholzstr. 2-9, Aufgang 2 10587 Berlin Germany	uni-assist e.V. E-Mail: service@uni-assist.de Internet: www.uni-assist.de
--	--

1. application form "**Application for Admission**" (carefully completed)
2. officially notarized copies of all **educational documents**. This means graduation certificates and, depending on your home country, a certificate of university entrance examination and/or proof of study years. In all cases you need to enclose the records of grades.
3. officially notarized **translations** into German, English or French of all educational documents
4. **proof of German knowledge:**
notarized copy of certificate of the following examinations:
 - Test Deutsch als Fremdsprache (Test DaF, Level 4 each)
 - DSH 3 (highest level of DSH!)
 - Zentrale Oberstufenprüfung (ZOP)
 - Kleines Deutsches Sprachdiplom or Großes Deutsches Sprachdiplom (Goethe-Institut)
 - Sprachdiplom der KMK Stufe II**Notice:** Attestations of participation are **not** accepted
5. copy of your passport
6. If you can provide proof of practical training or other work experience please enclose this in your application.

When applying at different universities and/or different courses of studies, please inform uni-assist on your priorities. This will improve your chances of getting admission to the course of study and from the university which you prefer.

Please note that applications for advanced semesters will be processed in a separate procedure. Once admitted to the first semester, it is usually not possible to change to an advanced semester afterwards.

b) Application for assessment test (Studienkolleg/Feststellungsprüfung)

If your secondary education certificate enables you to study in your home country, but does not satisfy the prerequisites for academic study in Germany, you must pass an assessment test successfully before being able to gain access to a German university. The successfully passed *Feststellungsprüfung* gives you the right to enter a German university but is no guarantee for a place.

You can apply for the Studienkolleg at the Otto-von-Guericke-University Magdeburg. The assessment test can be taken after the attendance of a Studienkolleg. Teaching for **M-courses** (Medicine) takes place at **Halle**. The usual study period at the Studienkolleg is two semesters.

Admission to the Studienkolleg requires completion of a German test. The Studienkolleg ranks the applicants according to their score in this test and offers places to the applicants with the best German knowledge. Therefore it is in your interest to try to improve your German proficiency the best you can before passing the test.

German tests for admission to winter semester take place in August, and those for the summer semester take place in February.

Information on Studienkollegs is available on this website: www.studienkollegs.de

Information on the Studienkolleg in Halle is available here: www.studienkolleg.uni-halle.de

The deadline for application is **15 January** for the following summer semester and **15 July** for the following winter semester. Please apply directly to uni-assist:

Postal Address: uni-assist Helmholzstr. 2-9, Aufgang 2 10587 Berlin/Germany	uni-assist e.V. E-Mail: service@uni-assist.de Internet: www.uni-assist.de
---	--

1. application form "**Application for Admission**" (carefully completed)
2. officially certified copies of all **educational documents**. This means graduation certificates and, depending on your home country, a certificate of university entrance examination and/or proof of study years. In all cases you need to enclose the records of grades..
3. officially **certified translations** into German of all educational documents
4. **proof of German knowledge:**
officially certified copy of certificate of at least **Zertifikat Deutsch** from the Goethe-Institut (www.goethe.de) or Volkshochschule (www.vhs.de) . Applications with better certificates of German knowledge (DSH, Test DaF level 5, KMK, ZOB) will receive preferential treatment.

Notice: Attestations of participation are not accepted. Certificates of foreign German language schools are only accepted if these schools are accredited to the Goethe-Institut.

5. copy of your passport

c) Application for transfer students/recognition of previous studies

For recognition of previous medical studies please write to the *Landesprüfungsamt für Medizin, Psychotherapie und Pharmazie* in Düsseldorf, ensuring that all copies of relevant school and academic records are included.

Landesprüfungsamt in Düsseldorf

Postal Address:

Bezirksregierung Münster
Landesprüfungsamt für Medizin, Psychotherapie und
Pharmazie
Postfach 103455
40025 Düsseldorf

Phone: ++49-(0)211-4584-732

Internet:

www.brd.nrw.de/BezRegDdorf/autorenbereich/Dezernat_24/LPA/LPA/Kontakt/index.php

When you get the letter of recognition "**Anerkennungsbescheid**" from the *Landesprüfungsamt*, you can apply directly to the *Studiendekanat* (Office of Student Affairs) of the Medical Faculty with the following documents. (These applications are not checked by uni-assist.)

1. officially notarized copy of the "**Anerkennungsbescheid**" from the *Landesprüfungsamt*
2. application form "**Hochschulwechselantrag**", download available on this website:
www.med.uni-magdeburg.de/studium/hswant.doc
3. officially notarized copies of all **educational documents**
4. officially notarized **translations into German** of all educational documents
5. **proof of German knowledge:**
officially notarized copy of certificate of passed examination of at least DSH 2
6. **copy of your passport**

Deadlines for application:

Winter semester: 15th of July

Summer semester: 15th of January

Admission for summer semester might be possible. Please note that applications for advanced semesters can only be taken into account if we have free places. For the last semesters we had far more applications than places.

If you have any questions concerning your application, please do not hesitate to contact either the International Office (English spoken) or the Studiendekanat (only German spoken).

<u>Studiendekanat</u> Your contact person: B. Selder, Dipl.– Verwaltungswirtin Phone: +49-(0)391- 67 15 764 Fax: +49-(0)391- 67 15 393 E-Mail: studiendekanat@medizin.uni-magdeburg.de Internet: www.med.uni-magdeburg.de	Postal address: Otto-von-Guericke-Universität Magdeburg Medizinische Fakultät Studiendekanat Leipziger Straße 44 39120 Magdeburg
---	---

d) Applications from citizens of EU-member states and from the EEA states Norway, Liechtenstein or Iceland

If you are a citizen of the above mentioned countries, you need to apply at the **Zentralstelle für die Vergabe von Studienplätzen (ZVS)**.

Please note that you need to prove very good German knowledge for admission (see IV. Knowledge of the German language), even if the ZVS does not require German language certificates.

<u>ZVS</u> Phone: 0231/10 81-0 Fax: 0231/10 81-227 E-Mail: poststelle@zvs.nrw.de Internet: www.zvs.de	Postal address: Zentralstelle für die Vergabe von Studienplätzen (ZVS) Postfach 44128 Dortmund
--	---

IV. German language proficiency

Admission to studies:

Application documents for direct admission to studies in Human Medicine are only accepted when they contain prove of your ability to study in German by passing one of the following examinations:

- Test Deutsch als Fremdsprache (**testDaf**) level 4
- Deutsche Sprachprüfung für den Hochschulzugang (DSH), level 3
- Kleines Deutsches Sprachdiplom or Großes Deutsches Sprachdiplom (Goethe Institut)
- Zentrale Oberstufenprüfung (ZOP)
- Deutsches Sprachdiplom der KMK II. Stufe

Admission to preparatory German courses is **not** possible if you apply for studies in Human Medicine.

Admission to Studienkolleg:

Admission to the Studienkolleg requires completion of a German test. The Studienkolleg ranks the applicants according to their score in this test and offers places to the applicants with the best German knowledge. Therefore it is in your interest to try to improve your German proficiency the best you can before passing the test.

Detailed information on German courses and German exams is available on these websites: www.testdaf.de, www.goethe.de and www.vhs.de

V. Finances

Proof of sufficient funds is required by the Ausländerbehörde (Foreigners' Registration Office) to obtain a residence permit. The Ausländerbehörde requests at the moment proof of at least **Euro 643,-** per month or Euro 7716,- per year. Please check before entering Germany which sum is exactly required as it increases regularly.

So far, our University does not charge tuition fees for studies in Human Medicine (during standard period of study). This might change during the next years. So please consider this when you are planning to study in Magdeburg.

A fee of currently 64,50 Euro is paid for enrolment each semester. Upon enrolment you will receive the Student Card which entitles you to free public transportation (trams and busses) in Magdeburg and other reductions.

You should have at least 643,-Euro per month for living. Please look for possibilities to finance your stay in Germany before starting to study. Many students expect to work in Germany in order to finance themselves. However, with a student visa **you are not allowed to work more than 90 days per year**, which is not enough to earn your living in Germany. Moreover, it is very hard to work while studying human medicine and it is very hard to find a job.

You should have sufficient funds to finance your studies without a paid job!

VI. Health insurance

Health insurance is mandatory for students in Germany. Therefore, it is necessary for you to enrol in a statutory health plan, if you want to study here. Health plan membership fees are currently around Euro 59,- per month. These affordable student rates are only valid, however, for students up to the age of 30 and up to the 14th semester of study.

Information on Health Insurances is available for example on this website: www.meinestadt.de/magdeburg/branchenbuch (please search for Krankenkasse)

VII. Accommodation

Student Dormitories

If you wish to live in the dormitories for students of the Otto-von-Guericke-Universität Magdeburg, you should send your application directly to the Association for Student Affairs (Studentenwerk) as early as possible.

Application forms are available on this website: www.studentenwerk-magdeburg.de

The Studentenwerk Magdeburg offers mostly non-furnished rooms in one- to four-room apartments in the dormitories. The partly furnished rooms have only a minimum of furniture. Pillows and covers can be rented from the Studentenwerk on request. All other necessary equipment, such as dishes, bed linens, curtains etc., the student must bring herself. The IKUS offer a limited range of dishes, furniture for foreign students.

Most units are located in close proximity to the university campus. The room size varies between 12 and 38 m². Depending on the room sizes and standards, the rent varies between € 200 and € 250 per month. You also have to pay a deposit of € 153 when you sign the lease.

Studentenwerk Magdeburg / Wohnen Phone: +49-(0)391 - 67 11 550 oder 67 11 549 Fax: +49-(0)391 - 67 11 570 E-Mail: wohnen@studentenwerk-magdeburg.de Internet: www.studentenwerk-magdeburg.de	Postal address: Studentenwerk Magdeburg Abteilung Wohnen Postfach 4053 39015 Magdeburg
--	---

Lodging on Campus KG (Grundtec)

Apart from the Student Union, the company Grundtec Bauregie GmbH mainly rents fully and partially furnished apartments directly on campus (dormitory 9 and Campus Tower). Precondition for renting a room is a valid record of study that is submitted at the time of the contract of renting, for instance:

- student card
- enrolment documents
- invitation by an institute (or similar)

Furthermore, a valid identity card or passport must be submitted.

The dormitories are newly reconstructed and the rooms are equipped with bathroom, kitchenette (incl. electric hob, refrigerator, sink and wall cabinet), furniture, telephone and internet connection, lift.

The students have to take care of all other necessary equipment, such as dishes, bed linen, curtains, etc.

The room or flat size ranges from 16 to 41 m². Depending on size and fittings, the rent varies between € 210 and € 250 per month. You also have to pay a deposit of a monthly rent when you sign the lease/tenancy contract.

GRUNDTEC Bauregie GmbH

Telephone: +49 (391) 7 21 41 02

Telefax: +49 (3 91) 7 21 41 04

E-Mail: dfischbeck@studenten-wohnen.net

thofmann@studenten-wohnen.net

Internet: www.studenten-wohnen.net

Postal address:

GRUNDTEC Bauregie GmbH

Olvenstedter Str. 33

39108 Magdeburg

Private Living:

It is, of course, possible to look independently for private housing. You can find information in the local newspaper: www.volksstimme.de or on the web: www.immobilienscout.de , <http://www.izaar.com/uni-magdeburg>

First night's accommodation at affordable rates can be arranged with the Youth Hostel:

Jugendherberge Magdeburg Leiterstr. 10 39104 Magdeburg	Tel: 0391/5321010 Fax: 0391/5321020 E-Mail: JH-Magdeburg@djh-sachsen-anhalt.de Internet: www.jugendherberge.de/jh/magdeburg
---	--

VIII. Support for International Students

The Medical Faculty of Magdeburg offers special tutorials for international students. Studying in a foreign language in a foreign country with a culture that might be very different to ones own, is not easy. Therefore the tutorials were conceived to offer the necessary support during the first two years of studies.

The tutorial groups meet once a week during the semester. The tutor, an international student who has already passed the first state exam, will explain difficult subjects of the courses, but will also give tips on learning strategies and study organisation.

Besides, the international students have the opportunity to meet with the International Office to ensure a continuing dialog on organisational questions, successes and problems.