

Checklist for Applicants 2026 (MIEEP)

Please submit all application documents via uni-assist. Please follow the instructions below. Missing documents and incomplete applications cannot be considered. Later submission after the deadline, May 15th, is not possible.

Please upload the following documents through the [online application system](#) (uni-assist):

- 1) Previous degree(s) including the final grade (GPA) and a transcript of records
- 2) Motivational letter
- 3) Proof of English Proficiency
- 4) Abitur Certificate (or Equivalent High School Diploma)
- 5) Application form
- 6) Original APS Certificate (for degrees obtained in China, Vietnam, or India)
- 7) Additional Supporting Documents (Optional)

Please find below explanatory notes on the required documents:

1. Previous degree(s) including the final grade (GPA) and a transcript of records

If your final diploma has not been issued yet, please upload:

- Certificate of enrollment in a Bachelor's degree program **and**
- Preliminary diploma or transcript of records¹, listing all passed examinations and an average grade. This preliminary diploma or transcript of records must be issued by the same office that also issues final diplomas.
- **All applicants must upload official documents:** the copy of your bachelor's degree including the final GPA and the transcript of records. The same holds for your certificate of enrollment and the preliminary transcript of records if you have not yet received your final diploma. If applicable, accompanied by a certified translation into German or English (see uni-assist's [information on certifications and translations](#)).

2. Motivational letter (in English, not exceeding 750 words)

¹ At the time of application, as per university-wide stipulations, your transcript must show you have completed at least 80% of the credit points required for graduation from your program.

3. **Proof of English language proficiency** to be rendered by either of the following:

- **TOEFL** (at least 95 iBT).
- **IELTS Academic Test** (band score of at least 7)
- **UNicert** (at least level 3)
- **Cambridge Certificate** (at least C1 Advanced)

Proof of those results (scan copy / pdf) must be uploaded with your online application via uni-assist; otherwise, your scores will not be considered. Please be aware that after successful admission you must be able to provide proof of the certificate.

Applicants are exempt from submitting a language certificate if they completed their undergraduate studies in a majority English-speaking country and if their degree was taught entirely in English. Please note that both conditions must be met to qualify for the exemption. In such cases, applicants must upload a university-issued document confirming the language of instruction of their program. A list of majority English speaking countries can be found on the [website of the UK Visas and Immigration Department](#).

4. Plain, i.e. uncertified, copy of the **university entrance qualification** (e.g. Abitur, high school diploma, A-Levels, International Baccalaureate).
5. Additional information on your application must be entered in the file "**application_info_nameofapplicant_masterprogram**". Please download this file during the online application process on the uni-assist platform. We also provide this file in our download section if you want to prepare in advance. Prior to uploading the file to uni-assist, please rename the filled-in PDF using your full name and the master program abbreviation "MIEEP" for "masterprogram", for example: **application_info_JaneDoe_MIEEP.pdf**.
6. Applicants who obtained their Bachelor's degree in China, Vietnam or India must submit the original APS certificate.
7. Optional: Other documents supporting your application (curriculum vitae, references from previous employment or internships, scholarship awarded, etc.) can be submitted.