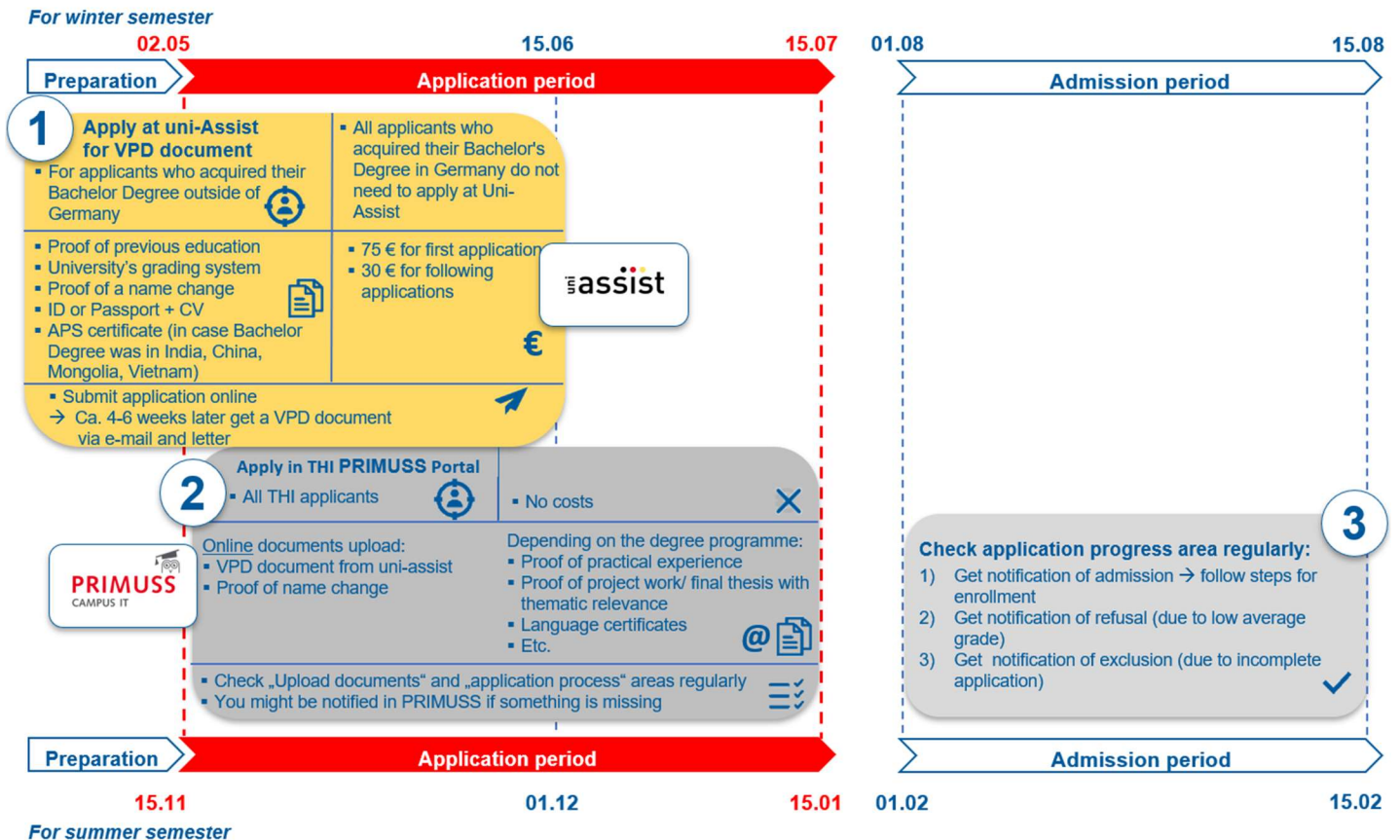# *Stepp-by-step guide for a foreign student: How to apply at THI?*

- ▪ **Stage 1: Uni – Assist**
- ▪ **Stage 2: PRIMUSS Portal at THI**

Master Application & Admission Process at THI for a foreign student

Technische Hochschule Ingolstadt

For winter semester

| 02.05 | 15.06 | 15.07 | 01.08 | 15.08 |

Preparation | **Application period** | **Admission period**

1 **Apply at uni-Assist for VPD document**
- ▪ For applicants who acquired their Bachelor Degree outside of Germany

- ▪ Proof of previous education
- ▪ University's grading system
- ▪ Proof of a name change
- ▪ ID or Passport + CV
- ▪ APS certificate (in case Bachelor Degree was in India, China, Mongolia, Vietnam)

- ▪ Submit application online
  → Ca. 4-6 weeks later get a VPD document via e-mail and letter

- ▪ All applicants who acquired their Bachelor's Degree in Germany do not need to apply at Uni-Assist

- ▪ 75 € for first application
- ▪ 30 € for following applications

€

uni assist

2 **Apply in THI PRIMUSS Portal**
- ▪ All THI applicants

- ▪ No costs ✕

PRIMUSS CAMPUS IT

Online documents upload:
- ▪ VPD document from uni-assist
- ▪ Proof of name change

Depending on the degree programme:
- ▪ Proof of practical experience
- ▪ Proof of project work/ final thesis with thematic relevance
- ▪ Language certificates
- ▪ Etc.

@ 📄

- ▪ Check „Upload documents" and „application process" areas regularly
- ▪ You might be notified in PRIMUSS if something is missing

3 **Check application progress area regularly:**
1) Get notification of admission → follow steps for enrollment
2) Get notification of refusal (due to low average grade)
3) Get notification of exclusion (due to incomplete application)

✓

Preparation | **Application period** | **Admission period**

| 15.11 | 01.12 | 15.01 | 01.02 | 15.02 |

For summer semester

STAGE 1: Uni – Assist

1. Read carefully the instruction for VPD (preliminary review documentation) application from uni-assist

2. Go to https://my.uni-assist.de/login and create new account

SIGN IN

E-mail

Enter e-mail address   ✕

Password

Enter password   ✕

Sign in

No account yet? Create new account

Forgot password? Reset password

CREATE NEW ACCOUNT

E-Mail

Enter e-mail   ✕

Please enter a valid e-mail address.

Re-enter e-mail address

Re-enter e-mail address   ✕

This e-mail address must match the above e-mail address.

Password

Please enter the desired password.   ✕

Passwords must be at least 6 characters.

Re-enter password

Re-enter password   ✕

This password must match the above password.

☑ Yes, I accept the Terms and Conditions in their current version as well as uni-assist's privacy policy.

Create a new account.

CREATE NEW ACCOUNT

Thank you for creating a new account.

You will receive an e-mail with an activation link. To activate your account, please click on the activation link within the next 7 days. If you don't receive an e-mail from us, please check your spam folder.

3. Check your e-mail and confirm the registration

☐ ☆ ▶ onlineportal   [CONFIRM] Registration uni-assist Onlineportal - Dear applicant, We have received your registration....

onlineportal@uni-assist.de
кому: я ▼

Dear applicant,

We have received your registration. Please activate your account by clicking the link below:

Account: ▓▓▓▓▓▓▓▓▓▓▓▓
Activation Link: ▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓

If you are having any issues with your account, please don't hesitate to contact us.

Thank you.

You're receiving this e-mail because you registered for "My assist".
If you are not sure why you're receiving this e-mail, please contact us.
If you didn't register for "My assist", please ignore this e-mail.

ACTIVATE ACCOUNT

Your account has been activated successfully.

To sign in, please click on "Sign in" in the above menu or on the following link Sign in now

SIGN IN

E-mail

▓▓▓▓▓▓▓▓▓▓▓▓▓

Password

••••••••••••

Sign in

No account yet? Create new account
Forgot password? Reset password

4. Fill in the applicant information (1,2,3)

FIRST STEPS

Welcome to uni-assist and thank you for logging in.

We still need the following information from you:

⚠ Applicant information
⚠ Educational history

APPLICANT INFORMATION

① ――――――――――― ② ――――――――――― ③

Personal information

Gender

| -- Please select -- ▼ |

Please make a choice.

First name

| ✕ |

First name must be stated.

Surname

| ✕ |

Surname must be stated.

Name affix

| |

Maiden name

| |

Date of birth

| tt.mm.jjjj ✕ |

Date of birth must be stated.

Place of birth

| ✕ |

Place of birth must be stated.

Nationality

| -- Please select -- ▼ |

Nationality must be stated.

☐ Stateless

[Forward]

FIRST STEPS

Welcome to uni-assist and thank you for logging in.

We still need the following information from you:

⚠ Applicant information
⚠ Educational history

APPLICANT INFORMATION

① ——————— ② ——————— ③

Contact information

c/o

[   ]

Street name

[✗]

Street name must be stated.

Address continued

[   ]

Postal Code

[   ]

City/Province/Region

[✗]

City/Province/Region must be stated.

Country

[-- Please select --   ▼]

Country must be stated.

Back   Forward

FIRST STEPS

Welcome to uni-assist and thank you for logging in.

We still need the following information from you:

⚠ Applicant information
⚠ Educational history

APPLICANT INFORMATION

①——————②——————③

Other information

Do you already have a uni-assist applicant number? Then please enter it here.

uni-assist applicant number

[   ]

Are you married to a citizen of the European Union?

○ Yes ● No

In which language would you like to be contacted?

○ German   ○ English
Language must be stated.

Only necessary for DoSV courses: BID (Applicant ID) via hochschulstart.de

[   ]

Only necessary for DoSV courses: BAN (Applicant authentication number) via hochschulstart.de

[   ]

☑ Yes, I accept the Terms and Conditions in their current version as well as uni-assist's privacy policy.

[**Send applicant information**]

Back

5. Choose Technische Hochschule Ingolstadt from the course catalogue

1. Click on the home button
2. Choose "Technische Hochschule Ingolstadt" in the university field
3. Choose the semester you apply for in the semester field
4. Select course semester:
   - If you start a study from the beginning of the programme → choose "1.Fachsemester – Admission type: Orts-NC"

1

üni**assist**

MY ACCOUNT ▾   MY APPLICATIONS ▾   🛍 (0)

COURSE CATALOGUE

Search criteria

🔍 Type in search term(s)

Semester

3 | Summer Semester 2020 ✕ | ▾

University/

2 | Technische Hochschule Ingolstadt ✕ | ▾

Advanced search   Reset

Total number of courses of study : 2

Summer Semester 2020

Bachelor – alle Fächer
Bachelor
Technische Hochschule Ingolstadt   Admission type: Orts-NC
Show details   🛍 Select ...

Master – alle Fächer
Master
Technische Hochschule Ingolstadt   Admission type: Orts-NC
Show details   **4**   🛍 Select ...

-- Please select --   ▲

1. Fachsemester - Admission type: Orts-NC

höheres Fachsemester - Admission type: Orts-NC

6. *Upload all relevant documents giving them proper names. Please consider the official translation and certification rules. There is no need for a translation when documents are in German or English language.*

1. *Choose my application*
2. *Choose Documents*
3. *Upload your files in the section*
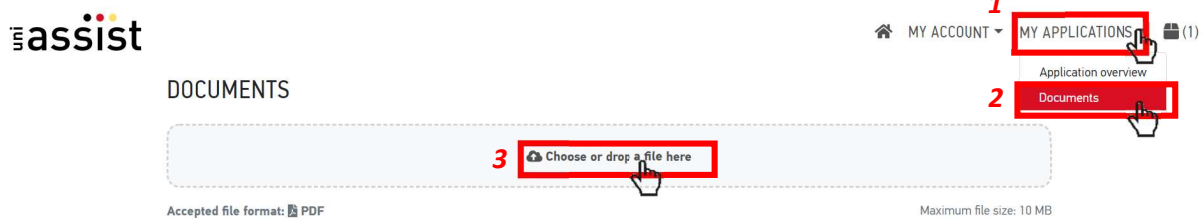
You need to submit the following documents:

1. Bachelor degree certificate including complete transcipt of records and diploma supplement (the latter if available)
2. Current transcript of records in case studies are not completed yet (important: the transcript has to be up-to-date, otherwise audit can be rejected)
3. CV (illustration of education - school career)
4. Copy of personal ID or passport
5. Proof of a name change (e.g. copy of the marriage certificate) if the proof of education is not issued in the current name
6. APS certificate (in case the Bachelor Degree was acquired in India, China, Mongolia, or Vietnam)

Proof of language knowledge does NOT have to be sent to uni-assist.

Detailed information on the documents' certification and translation can be found _here_.

Note: These documents do not have to be sent by post. Technische Hochschule Ingolstadt allows an online-only application for VPD application.

7. Go to the selection list and proceed to checkout

8. Select a payment method and pay the fee

9. After Uni-Assist has received your documents, you will receive confirmation of receipt by email.

After about 4-6 weeks: the status in the online portal will change and you will receive the result of your evaluation by email and letter. Read the evaluation result carefully: is everything in order or are documents missing? If documents are missing, please submit them immediately.

→ *After a positive evaluation, you will* **receive the VPD by email and by letter.** *Upload the VPD document to the THI PRIMUSS Portal within the university's deadline.*

Stage 2: PRIMUSS

1. Change into English

Technische Hochschule Ingolstadt

DE / EN

PRIMUSS CAMPUS IT

Anmeldung zur Bewerbung	
Startseite	
Registrieren	
E-Mail bestätigen	
Passwort vergessen	
Kurzanleitung	

Falls Sie noch nicht bei uns registriert sind:

Wenn Sie sich bei uns bewerben möchten, registrieren Sie sich bitte zunächst.

Für die Online Bewerbung registrieren

Falls Sie bereits bei uns registriert sind:

E-Mail:

Passwort:

Einloggen

2. Go to the register tab

If you are not yet registered for our online application process:

If you wish to apply to our university, you must first register for our online application process.

Register for the online application

If you are already registered for our online application process:

Email:

Password:

Sign in

3. Fill in the application form

Here you can register for our application portal

After submitting your data, you will receive a confirmation code by email. This must be entered for verification under "Confirm e-mail".

Family Name:*

Given name:*

Private email:*   Please use your private email address (no email adress of former university or employer)!

Create your password:*

Re-enter your password:*

Register for the online application

Required field *

4. Wait until you get an Email from PRIMUSS

Technische Hochschule Ingolstadt   DE / EN   PRIMUSS CAMPUS IT

Sign in for Online Application

Please enter your email address and the verification code to activate your account.

Private email:*   Please use the email address with which you registered.

Homepage
Register
Confirm email   Verification code:*   Please enter the PIN that you received from us by email.
Reset Password
Short instructions   Submit
                           Required

Register of your email address for Online Application

PS   PRIMUSS SUPPORT <no_reply@primuss.de>

You receive this email because you want apply online at the **Technischen Hochschule Ingolstadt**.

Dear :

The link to register your email address for the online application is:

https://www3.primuss.de/cgi-bin/bew_anmeldung_v2/index.pl?
FH=fhin&Language=en&Action=check_reg_pin&email_login=l███████r@thi.de&confirmpin=YGUYDMOI

> Press the link to confirm your email

Alternatively, you can select the menu item "Confirm Registration" in the Online Application and apply the confirmation code in the form:
YGU█████

> Alternatively, you can use the code for the form above

bewerbung@thi.de

5. Choose how you want to be notified

Issue of notifications

You can receive notifications in connection with your application to Technische Hochschule Ingolstadt solely electronically or additionally by post. The electronic notifications in PDF format are sent to your user account on the THI application portal where you can view, print and save them.

Online notification gives you **considerable benefits** as compared to having the documents sent out by post:

- Generally speaking you will receive notifications 3-5 days earlier online than by post. So you will find out more quickly whether you have been accepted to study at THI!
- All documents issued online are available to you round the clock (for the duration of your THI application).

◉ I agree to my THI notifications being issued to me solely electronically via the application portal. If required by the relevant national law, I will receive additional notifications by post.

◯ I do **not** agree to my THI notifications being issued to me solely electronically via the application portal. I wish to continue receiving all university notifications by post.

Save

Note: After the application process, your decision will be saved for your studies. You can alter this decision at any time in the application portal under „Settings" or later in the student's portal under „My account".
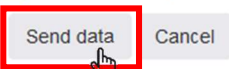
Imprint
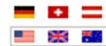
Data protection information

According to legal requirements we have updated our Privacy Policy for the PRIMUSS application and student' portal on 2021-03-17. For more information click here:

Show information

☑ I received the updated Privacy Policy from 2021-03-17 for the PRIMUSS applications and student's platform.

Send data   Cancel

Imprint

6. Select course of study

Sign in for Online Application

Overview
Settings
Short instructions
Logg off

Overview of online application

Select the course of study here:

☑ Select a course of study

Enter your personal information, educational background, curriculum vitae, etc. here

☑ Personal information   **still incomplete**

☑ Educational background   **still incomplete**

☑ Information about your previous higher education

Online Application: Course of Study

Overview
Select course of study
Short instructions
Log off

Select course of study

Restrict list to	⦿ no restriction	⑦
	○ Bachelor programs	
	○ Master programs	
	○ Certificate programs	

Language	⦿ All languages	⑦
	○ Courses in German	
	○ Courses in English	

| For admission to which semester do you wish to apply? | ⦿ 1. semester | ⑦ |
| | ○ higher semester | |

Degree program/course of study	○ AI Engineering of Autonomous Systems **Master** (223)	⑦
	○ Aeronautics **Master** (223)	
	○ Applied Artificial Intelligence **Master** (223)	
	○ Applied Research in Engineering Sciences **Master** (223)	
	○ Artificial Intelligence **Master** (223)	
	○ Automated Driving and Vehicle Safety **Master** (223)	

○ International Automotive Engineering
  Master (223)
○ Master of Business Administration Finance
  Master (223)
○ Material Science in Engineering
  Master (223)
○ Patentingenieurwesen
  Master (223)
○ Retail and Consumer Management
  Master (223)
○ Simulation Based Engineering
  Master (223)
○ Strategy, Global Risk & Security Management
  Master (223)
○ Taxation and Consulting
  Master (223)
○ Technical Development in Mechanical Engineering
  Master (223)
○ User Experience Design
  Master (223)
○ procurement management
  Master (223)
○ weiterbildender Masterstudiengang International Business
  Master (223)
○ weiterbildender Masterstudiengang Mobilitäts- und Innovationsmanagement
  Master (223)

Save

7. In this example International Automotive Engineering Master programme is chosen

Technische Hochschule Ingolstadt   DE / EN   **PRIMUSS** CAMPUS IT

Online Application: Course of Study

- Overview
- Notes
- Type of program
- Additional questions
- Pre-approved admission
- Short instructions
- Log off

Application for Master International Automotive Engineering to Summer Semester 2024

Notes

The course language is **English**.

There will be an aptitude test for the study course International Automotive Engineering before admission. **The aptitude test is not a test, where you have to appear in person**. Your documented considerable experience in the field of automotive production is being assessed. The following criteria will be assessed:

1. **Published scientific papers and/or project reports** in the automotive relevant area (NOT final thesis)
2. **Working experience and/or internships:** proof of duration of practical experiences or internships and how the internship's tasks are related to design or testing of mechatronic vehicle systems is necessary. The associated certification must show the name of the applicant, the name of the company, the duration and the tasks the applicant has been working on.
3. **Final thesis:** is the topic of the final thesis close to the automotive engineering area and was it independently prepared according to the engineering-scientific methods. The final thesis must be mentioned in the grade sheet. In addition, we ask for a copy of the cover sheet (with name of applicant and title) and the thesis's abstract
4. **Knowledge** in the areas of automotive engineering, control engineering, signal processing, sensors / actuators, simulation of mechatronic systems, electronics, microcomputer technology, programming.

You can upload proof of the mentioned experience you have in the upload-area later. An examination commission will check the uploaded experience and perform the aptitude test.

Please also have a look on the information we provide on our homepage. There we describe our application process, and you can also find a section with FAQs which might be useful: https://www.thi.de/en/studies/application/masterapplication-from-abroad/

[Continue]

Technische Hochschule Ingolstadt   DE / EN   **PRIMUSS** CAMPUS IT

Online Application: Course of Study

- Overview
- Notes ✓
- Type of program
- Additional questions
- Pre-approved admission
- Short instructions
- Log off

Application for Master International Automotive Engineering to Summer Semester 2024

Type of program

Type of program *   ○ Full-time   ⑦
                          ○ Integrated

[Save]

---

8. Answer additional questions

Technische Hochschule Ingolstadt   DE / EN   **PRIMUSS** CAMPUS IT

Online Application: Course of Study

- Overview
- Notes ✓
- Type of program ✓
- Additional questions
- Pre-approved admission
- Short instructions
- Log off

Application for Master International Automotive Engineering to Summer Semester 2024

Additional questions

I hereby confirm that I have declared ALL periods of prior study. If this is not the case, I may be excluded from the application procedure. *   [⌄]

How did you find out about lTechnische Hochschule Ingolstadt?   [⌄]

I am aware that only one account per person is permitted in the application portal of Technische Hochschule Ingolstadt. If a person nevertheless creates more than one account, all applications and documents received via additional accounts will be deleted by the university without further warning after the end of   [⌄]

further warning after the end of
the application period. *

_____

The following information aims to help international applicants to gain deeper comprehension of our application and admission process. Therefore it lies within your own interest to read the given information attentively and thoroughly. In case you are not an international applicant, please nevertheless declare that you are aware of the following facts.

I have taken note of the above
information. * | Yes   ⌄ |

Information regarding uni-assist

Applicants whose relevant pre-studies (usually Bachelor) were acquired outside of Germany need their pre-studies to get checked from uni-assist. Uni-assist converts the grade point average into the German grading system and categorizes the pre-studies into the ECTS-system (240, 210 or 180 ECTS).

The German grade point average is displayed on the VPD applicants get from uni-assist (which needs to be uploaded in our upload-area). The ECTS categorization needs to be retrieved from employees of the university from the portal of uni-assist.

For this reason it is highly important that our applicants upload a VPD which is issued for a Master application at the Technische Hochschule Ingolstadt. Without VPD, with a VPD from another university or a VPD for a Bachelor application the additional information in the portal of uni-assist cant be accessed. Taking part the aptitude test or admission process then is not possible.

I am aware of the above named
information regarding uni-assist.
* | ⌄ |

Information regarding additional 30 ECTS

For possible admission at the Technishe Hochschule Ingolstadt a Bachelor course with at least 210 ECTS, or an equivalent one is necessary. There are countries where the Bachelor courses almost always are equivalent to 180 ECTS, although the courses might be four-year-courses. p.ex. Bangladesh, China, India, Pakistan.

Applicants whose Bachelor's degree corresponds to 180 ECTS must provide evidence of achievements to the extent of 30 additional ECTS. According to the study and examination regulations of the respective degree programme at Technische Hochschule Ingolstadt, the proof can be provided by an internship of at least 20 weeks after the Bachelor's degree.

The proof of working experience needs to be an official working certificate which contains information of a basic working certificate in Germany. Basic working certificates in Germany contain the following information information on employer (name, address, contact information, sector of the company) and on the employment relationship (who, where, how long and from until which date, exerted tasks).

The tasks need to correspond with the field of study of the chosen Master (technical, technical and economical, economical). Without the named information recognition of the 30 additional ECTS cant take place.

As applicants often get their VPD quite late the upload-field for the 30 additional ECTS will be displayed or not depending on the country where the pre-studies were acquired. In case experience tells the Bachelor degrees from a country are equivalent to 180 ECTS the upload field will be visible at once.

In case the employee of the university who checks on the VPD and the information in the portal of uni-assist sees that the degree in fact is equivalent to 210 or more ECTS the upload field vanishes. The other way round of course also is possible the upload field can be added from the employees for the university in case its necessary. Therefore its important to regularly check on the upload area.

I am aware of the above named
information regarding 30
additional ECTS * | Yes, I am aware of that   ⌄ |

If the chosen degree programme has an aptitude test, please note the following information (does not apply to part-time degree programmes of the IAW)

In case the qualification requirements regarding the bachelor pre-studies are fulfilled (at least 210 ECTS or 180 plus 30 ECTS etc.) applicants take part the aptitude test.

After the end of the application period the uploaded documents for the aptitude test will be forwarded to the commission which is responsible for performing the aptitude test. The commission adjusts the grade point average (which uni-assist converted) according to the law that applies for the specific Master course.

Information on how the aptitude test is performed in detail can be given from the head of the study course.

The basic idea behind all this is In case an applicant already focused on the subject area of the chosen Master (which is shown in the documents he or she uploaded) the grade point average of the Bachelor improves and with it the probability to be admitted. In case one did not focus on the relevant area the grade point average impairs.

The criteria for passing the aptitude test can be found in the study and examination regulations of the respective degree programme. Applicants who do not pass the aptitude test are considered unsuitable and therefore receive a rejection letter.

All applicants who pass the aptitude test take part in the admission procedure. During the admission procedure, a ranking list is drawn up according to the adjusted grade point average.

Since there are usually more suitable applicants than available places, only the best applicants on the ranking list receive a letter of admission. All others receive a rejection letter (reason: grade point average not good enough).

I am aware of the above named
information regarding aptitude
test * | ⌄ |

If you come from a country with an APS certificate, please note the following information:

An APS certificate is required if you are from one of the following countries:

- India
- China
- Mongolia
- Vietnam

The APS certificate must already be submitted to uni-assist. In the application procedure for the winter semester 2023/2024, the VPD will be issued by uni-assist even without the APS certificate. **In case of admission, you have to upload the APS certificate in the upload area in the PRIMUSS applicant portal in order to be finally enrolled.**

I have taken note of the above
information on the APS
certificate. * | ⌄ |

_____

The following information will help the commission for the aptitude test to assess your profile

What is the degree level
(B.Eng., B.Tech., etc.) of your
Bachelor or Diploma degree? | |

Enter the web address of the university.

Which projects/courses /competitions/publications etc. have you done beyond your required coursework?

Which core area did you have in your study or where do you see the focus of your studies (e.g. construction, materials, production, control, automatization, etc.)?

If you have completed an internship - in which industrial area have completed the internship?

Which engineering software (CATIA, Matlab, etc.) you are familiar with?

Save

Online Application: Course of Study

- Overview
- Notes ✓
- Type of program ✓
- Additional questions ✓
- Pre-approved admission
- Short instructions
- Log off

Application for Master International Automotive Engineering to Summer Semester 2024

Pre-approved admission

You can get pre-approved admission for the same course if you did get a place at our university at the beginning of or during the voluntary service, but could not take it due to the service or if you get an admission as a part of application for a combined study.

Pre-approved admission *   ○ Yes   ○ No   ⑦

Save

9. Complete your profile

Sign in for Online Application

- Overview
- Upload documents
- Settings
- Short instructions
- Logg off

Overview of online application

Here you can upload your documents (certificate, internship certificate, etc.)

⬆ Upload documents

Select the course of study here:

International Automotive Engineering Master 1. semester   🗑

✍ Edit this course of study   **⊲ send application**

✍ Select a further course of study

Enter your personal information, educational background, curriculum vitae, etc. here

✍ Personal information   **still incomplete**

✍ Educational background   **still incomplete**

✍ Information about your previous higher   At least one course of study requires previous study at an institution of higher education.

Personal information

Master Data

- Overview
- Personal information
- Address
- Health insurance
- Availability
- Professional or vocational background
- Service
- Special request
- Concluding questions
- Short instructions
- Log off

Family name *
⊙
Please enter any prepositions (e.g. titles) at the end of the given name.
(Mustermann, August von; Gaulle, Charles de)

Given name *
⊙

Name at birth
⊙
Only if different from the family name.

Gender *
○ male
○ female
○ divers
○ unknown
⊙

Date of birth *
⊙

Place of Birth *
⊙
If necessary, shorten place of birth to fit this field.

Country of birth *
⊙

Country of citizenship *
⊙

Country of second citizenship
⊙

Save

Address

Master Data

- Overview
- Personal information ✓
- Address
- Health insurance
- Availability
- Professional or vocational background
- Service
- Special request
- Concluding questions
- Short instructions
- Log off

Street and house number *
⊙

Second line of address
⊙
such as, c/o Miller or Apt. 9

Address (country) *
⊙

Postal code *
⊙

Place of residence *
⊙
If necessary, shorten the name of the city to fit this field.

Save

Health insurance

Master Data

- Overview
- Personal information ✓
- Address ✓
- Health insurance
- Availability
- Professional or vocational background
- Service
- Special request
- Concluding questions
- Short instructions
- Log off

Please enter your data on your current health insurance here. The confirmation of your insurance status for a statutory health insurance is only done digitally. Please notify your statutory health insurance company if you get an admission. Changes (e.g. change of health insurance) during the application process will also be sent to us digitally by the respective health insurance company.

Insurance type *
○ Statutory health insurance
○ Private health insurance
● I'm an applicant from abroad and don't have a German health insurance yet
⊙

Save

Master Data

- Overview
- Personal information ✓
- Address ✓
- Health insurance ✓
- **Availability**
- Professional or vocational background
- Service
- Special request
- Concluding questions
- Short instructions
- Log off

Availability

An email address is used for sign in.

If you change it, you must be aware of the following information:

1. The email address you provide must be active. (e.g. for forgotten passwords)
2. You must use the new email address at your next log-in.

Email *

Telephone

For questions (only inside Germany)

Mobile phone

Save

Master Data

- Overview
- Personal information ✓
- Address ✓
- Health insurance ✓
- Availability ✓
- **Professional or vocational background**
- Service
- Special request
- Concluding questions
- Short instructions
- Log off

Professional or vocational background

If you have completed professional or vocational training, please enter it here.

If this is not the case, you can continue with Save button without entering anything.

Name of profession

Date or expected date of completion of the degree or certificate

Save

Master Data

- Overview
- Personal information ✓
- Address ✓
- Health insurance ✓
- Availability ✓
- Professional or vocational background ✓
- **Service**
- Special request
- Concluding questions
- Short instructions
- Log off

Service

Did you do any voluntary service?

Service completed *
- ◉ No
- ○ Yes

Save

Master Data

- Overview
- Personal information ✓
- Address ✓
- Health insurance ✓
- Availability ✓
- Professional or vocational background ✓
- Service ✓
- **Special request**
- Concluding questions
- Short instructions
- Log off

Special request

A special request can be made if it would mean exceptional hardship for you if you were not admitted to the chosen course of study. Unusual hardship exists if there are special social or family reasons in your own person that require you to start your studies immediately or change your place of study.
A written application must be submitted by the application deadline and handed in together with officially certified copies of documents serving as proof (e.g. medical report, disabled ID card etc.). Cases of exceptional hardship cannot be taken into consideration when occurring after the deadline or asserted afterwards. This constitutes a term of exclusion.

Special application *
- ○ Yes
- ◉ No

Save

Concluding questions

Please state here if you have been legally punished with a juvenile or custodial sentence of at least one year for one or more criminal offences committed intentionally, if the sentence is still subject to unrestricted information and if, according to the nature of the offence(s) committed, there is a risk of endangering or disrupting the course of study.

Previous conviction *
- ○ Yes
- ○ No

Please only declare illnesses that would seriously endanger the health of other students or would firstly impair the orderly running of your studies.

Disease *
- ○ Yes
- ○ No

Save

10. Continue with filling in further tabs

Overview of online application

Here you can upload your documents (certificate, internship certificate, etc.)

⬆ Upload documents

Select the course of study here:

International Automotive Engineering Master 1. semester   🗑

✎ Edit this course of study   **✈ send application**

✎ Select a further course of study

Enter your personal information, educational background, curriculum vitae, etc. here

✎ Personal information

✎ Educational background

✎ Information about your previous higher education

still incomplete

At least one course of study requires previous study at an institution of higher education.

Higher education entrance qualification

Type of higher education entrance qualification *
- ○ General higher education entrance qualification
- ○ Subject-restricted higher education entrance qualification
- ○ Higher education entrance qualification for university of applied sciences
- ● Higher education entrance qualification acquired outside of Germany
- ○ Entrance with professional qualifications

Save

Educational background

Higher education entrance qualification acquired outside of Germany *

General Higher Education Entrance Qualification (on a non-Gen ⌄ ⑦

Transcript already received *   ○ No   ○ Yes   ⑦

Date of the transcript *   [   ]   ⑦

Final grade or final grade point average *   [   ]   ⑦
Please input a number without special characters

Country *   [⌄]   ⑦

Number of semesters at a German Studienkolleg *   [   ]   ⑦
If you never attended a German Studienkolleg, input 0

[Save]

Overview of online application

Here you can upload your documents (certificate, internship certificate, etc.)

[⬆ Upload documents]

Select the course of study here:

| International Automotive Engineering Master 1. semester | 🗑 |
| [🖉 Edit this course of study] | [⊲ send application] |

[🖉 Select a further course of study]

Enter your personal information, educational background, curriculum vitae, etc. here

[🖉 Personal information]

[🖉 Educational background]

[🖉 Information about your previous higher education]

At least one course of study requires previous study at an institution of higher education.

Higher education entrance qualification

Please enter here all the pre-studies you started and/or completed in the respective section. Semesters abroad during one study course do not count as separate study course and therefore don't need to be entered

German higher educational background

University	Degree program/course of study	Program/course duration

+

Higher educational background outside germany

University	Degree program/course of study	Program/course duration

+

[Finished]

11. Enter information if you have already studied at a university outside of Germany

Technische Hochschule Ingolstadt

DE / EN   **PRIMUSS** CAMPUS IT

Higher Educational Background

Program/course country *	India	⌄	⑦
Name of the university *			⑦
Degree program/course of study *			⑦
Program/course start date *	YYYY-MM-DD		⑦
Program/course end date *	YYYY-MM-DD		⑦
Number of semesters *			⑦
Number of vacation semesters			⑦
Number of practical semesters			⑦
Intended degree or certificate *	Bachelor (Uni)	⌄	⑦

12. Upload documents

Overview of online application

Here you can upload your documents (certificate, internship certificate, etc.)

⬆ Upload documents

Select the course of study here:

International Automotive Engineering Master 1. semester   🗑

✎ Edit this course of study   ⬟ send application

✎ Select a further course of study

Enter your personal information, educational background, curriculum vitae, etc. here

✎ Personal information

✎ Educational background

✎ Information about your previous higher education

Technische Hochschule Ingolstadt

DE / EN

PRIMUSS
CAMPUS IT

Online Application Upload Documents

Overview
Upload overview
Short instructions
Log off

document		for course of study	deadline	upload
For aptitude test: ECTS per subject in the area of automotive	?	IA - M	15.01.2024	Upload
For aptitude test: Proof of working experience / internships (area automotive)	?	IA - M	15.01.2024	Upload
For aptitude test: Scientific papers /(project-) reports in automotive relevant area	?	IA - M	15.01.2024	Upload
For aptitude test: Topic of final thesis (area automotive)	?	IA - M	15.01.2024	Upload
Proof of 30 additional ECTS	?	IA - M	15.01.2024	Upload
Proof of English knowledge level B2	?	IA - M	matriculation	Upload
VPD uni-assist	?	IA - M	15.01.2024	Upload

Please note that the status only refers to the uploaded document.
Even if the document is "uploaded successfully", you still have to **send your application!**

Please note: If one or more documents have been rejected, you can find the reason for rejection by moving the mouse over the "rejected" field highlighted in red.

13. Send your application

Sign in for Online Application

Overview
Upload documents
Settings
Short instructions
Logg off

Overview of online application

Here you can upload your documents (certificate, internship certificate, etc.)

⬆ Upload documents

Select the course of study here:

International Automotive Engineering Master 1. semester 🗑

✏ Edit this course of study   ✈ send application

✏ Select a further course of study

Enter your personal information, educational background, curriculum vitae, etc. here

✏ Personal information

✏ Educational background

✏ Information about your previous higher education

Send application

Summary of course of study International Automotive Engineering (Master)

Your uploaded documents:

You did not yet upload a document and uploading only is possible until the shown deadline expires.

You can take care of that on the page

Upload documents and overview .

document		for course of study	deadline	upload
For aptitude test: ECTS per subject in the area of automotive	?	IA - M	15.01.2024	Upload
For aptitude test: Proof of working experience / internships (area automotive)	?	IA - M	15.01.2024	Upload
For aptitude test: Scientific papers /(project-) reports in automotive relevant area	?	IA - M	15.01.2024	Upload
For aptitude test: Topic of final thesis (area automotive)	?	IA - M	15.01.2024	Upload
Proof of 30 additional ECTS	?	IA - M	15.01.2024	Upload
Proof of English knowledge level B2	?	IA - M	matriculation	Upload
VPD uni-assist	?	IA - M	15.01.2024	Upload

Please note that the status only refers to the uploaded document.
Even if the document is "uploaded successfully", you still have to **send your application!**

Please note: If one or more documents have been rejected, you can find the reason for rejection by moving the mouse over the "rejected" field highlighted in red.

There are still documents that can be uploaded. You can do this on the page Upload documents and overview .

Please also note the following:

☑ 1. I hereby apply for admission in accordance with the information I have provided in the foregoing. I ensure that I have filled in the application truthfully and completely and that I have uploaded all the required documents. I am aware that false or missing information or the uploading of false or fake documents will lead to exclusion from the admission process or revocation of your admission.

☑ 2. I know, that I will be informed of any changes exclusively through the online portal and, where appropriate, by e-mail. I am therefore obliged to check the online portal and my e-mailbox regularly to ensure that messages can be received on the latter. If messages and instructions are read too late and deadlines missed as a result, it is solely at my own cost.

☑ 3. I know, that letters of admission or rejection are provided in this online portal, and you are obliged to download the document for your records. The university is unable to provide you with the documents at a later time.

☑ 4. In case of admission, I note the following: I must complete an application for enrolment via the online portal (PRIMUSS-Bewerberportal) in due time in order to maintain my entitlement to the study place allocated to me. Technische Hochschule Ingolstadt reserves the right to request additional officially certified copies of the documents required for enrolment (especially for verification purposes). The prerequisite for enrolment on the part of the university is, in the case of a request for documents, that I send them to the university and that they are verified by the university.

☑ 5. I know, that the Technische Hochschule Ingolstadt will send information that is relevant to my studies to the e-mail address I entered before; this might include announcements of information events for degree courses for which I have applied.

Continue

Send application

• Note: From the next page, you can not make any more changes to this application.

Send application

Your application has been sent

📄 International Automotive Engineering (Master)

14. *After having finished the application process, check PRIMUSS application platform for the status and comments to your application.*