

## Master in Electrical and Microsystems Engineering – Admission FAQs

### The programme

#### Where can I find detailed information about the contents of the programme?

For details about the programme, study objectives and prospects, module overview and programme regulations please visit our [programme page](#).

#### Where can I find detailed information about the admission requirements?

To find out more about the admission requirements, please check the [admission info sheet](#).

#### Is the Master's programme in Electrical and Microsystems Engineering accredited?

The Master's programme in Electrical and Microsystems Engineering is accredited. The accreditation certificate is published on the [programme page](#).

#### Do I have to know German?

You can study the entire programme in English if you wish. No German language proficiency is required for application or enrolment. However, a basic knowledge of German is necessary before graduating. For this, we will offer German language classes on site.

#### Will there be a German language course offered for international students?

Yes, a German language course will be part of your study programme. You will receive all further information about this after enrolment.

#### Can I complete a double degree?

Yes, OTH offers [double degrees](#) with two universities in Malaysia.

#### What is the tuition fee for the Master's in Electrical and Microsystems Engineering?

Currently, there is no tuition fee for this programme at OTH Regensburg. There is only a student union fee of 165 Euros, which must be paid before the start of each semester, and which includes the semester ticket for regional public transport.

#### Where can I find more information about studying and living in Regensburg?

We recommend the websites of the [student union](#), the OTH [International Office](#) or the [DAAD](#).

#### Is there a curricular internship requirement for this programme?

The programme curriculum does not include a mandatory internship. However, if you did not gather enough relevant practical experience during or after your Bachelor's degree studies, you will be required to complete a 20-week full-time internship within the first 2 semesters.

### The admission requirements

#### Where can I find detailed information about the admission requirements?

To find out more about the admission requirements, please check the [admission info sheet](#).

#### Is there a restriction on admission?

Admission to the Master's programme in Electrical and Microsystems Engineering is restricted to students who successfully completed a Bachelor's degree in a related technical or natural science subject (e.g., electrical engineering, mechatronics, or microsystems technology), achieving the minimum grade "good" (2.5) or better (i.e. 2.5 NC = "zulassungsbeschränkt").

#### How do I prove that I completed a Bachelor's degree course in a related subject?

We will evaluate the relevance of your Bachelor's degree based on your degree documents (certificate, grade sheet / transcript). Please merge both documents in one PDF (max. 5 MB).

### **How do I prove that I am meeting the admission grade requirement?**

If you completed your Bachelor's degree in Germany, you simply submit the preliminary or final degree documents in the OTH application portal. If you completed your Bachelor's degree outside of Germany, you must first submit your degree documents for evaluation to Uni-Assist and obtain a VPD report with the equivalent German grade. You must then submit the VPD with your application in the OTH portal before the deadline. Admission will be decided based on the German grade listed in your VPD. Any grade average below 2.5 will not be considered for admission unless you can prove you were under the best 51% of your cohort. To do this, you must provide a ranking certificate issued by the controller of examinations of your Bachelor's degree university. The ranking certificate must be uploaded before the application deadline (attached to the VPD or the degree documents PDF). Ranking certificates will be evaluated by the Examination Board after the application deadline.

### **What is Uni-Assist?**

Uni-Assist is a non-profit association supported by approx. 170 German universities, which helps evaluate international study certificates and determines their equivalence to German educational standards. OTH works with Uni-Assist to assess degrees from abroad.

### **What is a VPD from Uni-Assist?**

If you completed your Bachelor's degree outside of Germany, you must submit it for evaluation to Uni-Assist and obtain a VPD evaluation report. This report must be uploaded with the other application documents in the OTH Regensburg application portal before the deadline. The VPD contains information about your Bachelor's degree, whether it qualifies you for studying in Germany, as well as the equivalent German grade.

### **How do I obtain a VPD from Uni-Assist and how long does it take?**

You must apply for it directly at Uni-Assist: <https://www.uni-assist.de/en/how-to-apply/>. Processing your VPD application can take up to 6 weeks, so make sure to apply early. If you have any questions about the status of your application for VPD, please contact Uni-Assist directly. The VPD process is separate from the application process at OTH Regensburg.

### **Can I re-use a VPD I submitted for another application?**

The VPD is normally only valid for one year, however you can use older VPD as well. If you have a VPD that was issued for another university, you can submit it in the application portal, and we will check if it meets our requirements.

### **Who do I contact for problems or delays with VPD?**

Please contact Uni-Assist directly.

### **Can I apply for the programme directly through Uni-Assist?**

OTH Regensburg does not allow applications directly through Uni-Assist. We only accept applications that have been submitted in the application portal of OTH Regensburg.

### **I am from India and have already applied for an APS certificate to submit for my visa.**

#### **Can the APS certificate replace the VPD report?**

The APS India certificate cannot replace the VPD because it does not contain the equivalent German grade. The [APS](#) certificate is currently only required for visa and does not have to be submitted for application purposes at OTH Regensburg. However, if you already have it, then you can attach it to the VPD report for additional document verification.

### **Do I have to submit an English and German language certificate?**

You need to provide proof of language proficiency with the certificates mentioned in the [admission info sheet](#). Other certificates will not be accepted. You only need to provide ONE certificate: an English certificate, if you want to study in English or a German certificate, if you want to study in German.

### **What level of English / German is required?**

The required levels and types of certificates are listed in the [admission info sheet](#).

**Do you also accept medium of instruction certificates?**

We do not accept medium of instruction certificates.

**Is it possible to apply with a language certificate older than two years?**

Yes, you can use older language certificates as well.

**Do I still need to hand in a language certificate even though I am a native speaker?**

If English is your native language, you do not need a language proficiency certificate.

**Do I need proof of practical experience?**

You need to provide proof of either work experience in a related field or an at least 6-month long internship during your studies. If you do not provide sufficient proof of practical experience, you will be asked to complete a 20-week full-time internship within the first two semesters after admission. Please upload any internship or relevant work experience certificates you may have with your application. If you do not have enough practical experience, we will let you know after admission.

**Do I need a motivational letter or a letter of recommendation?**

Letters of motivation or recommendation are not required and will not be considered.

**Do I need to complete an aptitude test to qualify for admission?**

There is no aptitude test. We make our decision based on your application.

## The application process

**Where do I apply?**

Please use the [online application portal](#) to submit your application during the application period. Applications submitted by post or e-mail will not be considered!

**What is the timeline of the application process for a summer semester?**

Application period: November 15 – January 15 (final application deadline)

Receipt of admission or rejection letter: early February

Enrolment: end of February (exact deadline is mentioned in the admission letter)

Start of the semester: March 15

**What is the timeline of the application process for a winter semester?**

Application period: May 1 – June 15 (final application deadline)

Receipt of admission or rejection letter: July

Enrolment: end of August (exact deadline is mentioned in the admission letter)

Start of the semester: October 1<sup>st</sup>

**What if I don't meet the application deadline?**

If you don't submit all the required documents before the application deadline, the application will not be considered. There will be no exceptions or deadline extensions.

**What are the required documents?**

Please check the [admission info sheet](#).

**How do I submit my documents?**

First, you need to create an account in our online application portal. Then you select the program you wish to apply for, fill in the required information, upload the required documents and then submit the application. Do not forget to submit the application before the application deadline expires! You will not be able to submit any more applications or documents after the portal closes. If for some reason you need to withdraw and edit your application, do not forget to re-submit it.

**How will I know if my application was submitted successfully?**

Within a few days after submitting your application, the Admissions Office will check your application documents for formal compliance. If the documents are in order, your applica-

tion status will switch to "Valid". If your application is incomplete, it will be "Temporarily excluded" until you submit all the relevant documents. Any missing documents will be shown in the portal. If your application status is "In Preparation", then you have not submitted the application yet.

**How do I upload missing documents?**

If your application is missing any documents, you will be shown in the application portal what you need to upload. Please upload missing documents by using the "Document upload" section on the "home" page of the application portal (after logging in).

**Do I need to send any original documents by post?**

No hard copies are required to apply, so please do not send anything by post. If we need to see any original documents to verify their authenticity, we will let you know.

**Can I send my documents via e-mail?**

Please upload all required documents in the online portal. Documents sent by e-mail will not be considered.

**If I already applied in the past, can I re-use my old ID and password?**

You cannot re-use any old access data or refer to previously uploaded documents. If you wish to apply, you need to create a new account and upload all the documents again.

**Do I have to pay an application fee?**

There is no application fee.

**Did my documents get registered? What is the status of my application?**

Please check the [online application portal](#) regularly for any status updates, information about missing documents or requests from the Admissions Office.

**When will I know if I can receive admission?**

After the application deadline expires, the Examination Board will receive all the applications and decide who will receive admission. It is not possible to evaluate any applications before the application deadline or issue any early admissions (even if you received admission in an earlier semester). Because of the high number of applicants, it can take 2-3 weeks after the application deadline for the Examination Board to review the applications and the Admissions Office to send out the admission letters.

**Can you pre-check my documents before I submit my application?**

We are not able to pre-check any documents sent via e-mail and pre-evaluate any applications. All application documents must be uploaded in the application portal and will be reviewed by the Examination Board after the application deadline.

**Who do I contact if the portal is not working or if I have questions about applying?**

For these questions you can contact [zulassung@oth-regensburg.de](mailto:zulassung@oth-regensburg.de)

**Admission and enrolment**

**How will I receive my admission letter?**

You will receive the admission letter via e-mail. Please check your e-mail account and spam folder regularly in the 2-3 weeks after the admission deadline

**Is it possible to postpone admission?**

It is not possible to postpone or defer admission to a later semester. If you are not able to join the programme and wish to start in a later semester, you must re-apply.

**Does OTH offer support with visa formalities?**

We are not able to assist you with visa formalities. In some countries, it can take up to a year to receive a visa appointment, so you should start preparations ahead of time. Candidates from India also need to obtain an [APS](#) certificate to get a visa.

**Does OTH offer support with financing, insurance, or accommodation?**

Degree-seeking students do not receive any special support from OTH and must arrange their housing, financing, and insurance formalities themselves. You are welcome to check the page of the [International Office](#) or [DAAD](#) for some initial information.

**Do I have to enrol in person?**

You do not have to enrol in person. If you receive admission, your admission letter will contain all the relevant documents you need to upload in the portal for enrolment. If we need to see any original documents, we will let you know.