Checklist: Proof and Documents for Enrollment
First-Year Students (Non-EU) — Winter Semester 2021/22

In the winter semester 2021/22, enrollment at Universität Hamburg will take place digitally. Documents sent in paper form by post will not be considered! You will receive a link to the digital enrollment application with your letter of admission. Please note that you must enroll within 7 days after receiving your letter of admission. This deadline is final; no extensions can be granted.

Please check your documents carefully using this checklist. The documents highlighted in colour must be uploaded within the enrollment deadline, otherwise your admission will no longer be valid. Please make sure that the files you upload contain complete documents. Incomplete documents may also cause your admission to become invalid.

If there are no documents highlighted in colour in this checklist, there are no documents for your degree program that must be uploaded within the enrollment deadline. You can submit the remaining documents later without jeopardizing your admission. Submitting documents at a later date may mean that you only receive your permanent semester documents (proof of enrollment, BAföG certificate, and semester public transport pass) after the semester has started. Please send us any later submissions via www.uni-hamburg.de/submit-later.

Without exception, all applicants (including students who have already enrolled) must upload the following documents:

<table>
<thead>
<tr>
<th>Applicant Group</th>
<th>Proof/Document(s)</th>
<th>Format</th>
</tr>
</thead>
<tbody>
<tr>
<td>All applicants</td>
<td>Higher education entrance eligibility, for example,</td>
<td></td>
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<td></td>
<td>- endorsement of recognition</td>
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<tr>
<td></td>
<td>- preliminary review documentation (VPD) from uni-assist</td>
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<td>- Studienkolleg assessment certificate (if no converted grade is indicated from the foreign higher education entrance eligibility, you must also provide proof of this—confirmation from the Studienkolleg or preliminary review documentation (VPD) from uni-assist)</td>
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<td>- other higher education entrance eligibility</td>
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<td></td>
<td>Proof of health insurance</td>
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<td>For more information (also on private health insurance), see <a href="http://www.uni-hamburg.de/kven">www.uni-hamburg.de/kven</a>.</td>
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</tbody>
</table>

If you are already enrolled at Universität Hamburg and are only changing the degree program or subject, no proof is required.

Due to the special admission criteria, you must additionally upload the following proof if you belong to one or more of the following applicant groups:

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<tr>
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<tbody>
<tr>
<td>Medicine / Dentistry</td>
<td>Data protection provisions (PDF)#</td>
<td></td>
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<tr>
<td></td>
<td>Declaration of voluntary participation in the model degree program</td>
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<tr>
<td></td>
<td>- for medicine (PDF)</td>
<td></td>
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<tr>
<td></td>
<td>- for dentistry (PDF)</td>
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</table>

All applicants
- If you have declared in your application that you fulfill one of the following criteria, you have to upload the appropriate proof:
  - particularly good German language skills
  - Assessment certificate issued by a state-accredited Studienkolleg in Germany
  - Proof of successful participation in the pre-semester preparatory course (Studienkolleg Hamburg)
  - Academic Studies at a public German university
  - TestAS
  - Scholarship
  - Social criteria, for example,
    - residence permit
    - internal passport (CIS states) or proof of membership in a national team or association
    - passport
  
  See www.uni-hamburg.de/bonus-points.

  - Proof of German language proficiency
  
  See www.uni-hamburg.de/german-language.

  - Withdrawal certificate
  Only if you were enrolled at another German higher education institution in the previous semester
  
  For more information, see www.uni-hamburg.de/exen.
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| Teacher training | • Upload proof of language proficiency / certificates at enrollment for the following teaching subjects:  
  - English  
  - French (only „Lehramt für Sekundarstufe I und II“ and „Lehramt an berufsbildenden Schulen“)  
  - Latin (only „Lehramt für Sekundarstufe I und II“)  
  - Spanish (only „Lehramt für Sekundarstufe I und II“ and „Lehramt an berufsbildenden Schulen“)  
  See [www.uni-hamburg.de/language-proficiency](http://www.uni-hamburg.de/language-proficiency) | Uncertified copy* |
|                 | • If already available, upload proof of language proficiency / certificates for the following teaching subjects:  
  - Greek (only „Lehramt für Sekundarstufe I und II“)  
    The proof must be provided until you register for the bachelor’s thesis.  
  - History (only „Lehramt für Sekundarstufe I und II“)  
    The proof must be provided until you re-enroll for the third subject semester.  
  - Protestant religion (only „Lehramt für Sekundarstufe I und II“)  
    The proof must be provided until you re-enroll for the third subject semester.  
  See [www.uni-hamburg.de/language-proficiency](http://www.uni-hamburg.de/language-proficiency) | Uncertified copy* |
|                 | • Teacher training in vocational education („Lehramt an berufsbildenden Schulen“):  
  Proof of relevant vocational training (certificate) or confirmation of a 12-month professional internship from the Central Examination Office for Teacher Training (Zentrales Prüfungsamt für Lehramtsprüfungen, ZPLA) | Uncertified copy* |
| Human movement science (major / minor) teaching subject Sport | • Medical certificate of physical fitness | |
|                 | • Proof of general rescue skills (first-aid)  
  Deadline for late submission until the end of the first semester (March 31, 2022) | Uncertified copy* |
|                 | • Proof of swimming and water rescue skills (German rescue swimming badge in silver (DRSA))  
  Deadline for late submission until the end of the first semester (March 31, 2022)  
  See [http://www.uni-hamburg.de/sportpruefung](http://www.uni-hamburg.de/sportpruefung) | |

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| Degree programs with special language requirements (major / minor) | • Upload proof of language proficiency / certificates at enrollment for the following degree programs:  
  - French  
  - Joint Study Program Bachelor of Laws (Hamburg/Istanbul)  
  - Classical Philology (major)  
  - Latin Philology (minor)  
  - Latin American Studies (minor with specialization „Hispanoamerika“)  
  - Spanish  
  - Business Mathematics  
  See [www.uni-hamburg.de/language-proficiency](http://www.uni-hamburg.de/language-proficiency) | Uncertified copy* |
|                 | • You do not need to upload proof of English language proficiency for the degree in Business Administration. | |
|                 | • You must provide proof of language proficiency for  
  - Psychology by the end of the first subject semester  
  - Human Movement Science by the end of the first subject semester  
  - History by the time you re-enroll for the third subject semester  
  - Greek Philology (minor) by the time you re-enroll for the third subject semester  
  - Medieval Studies by the time you re-enroll for the fourth subject semester  
  - Classical Archaeology (major) by the time you register for the bachelor’s thesis  
  See [www.uni-hamburg.de/language-proficiency](http://www.uni-hamburg.de/language-proficiency) | |

* You may be asked to provide the documents marked with * as certified copies during the course of your studies. In this case, you will receive a message in your STiNE account. You will be given sufficient time to have your documents certified. For more information see [www.uni-hamburg.de/certification](http://www.uni-hamburg.de/certification).

For more information about the procedures following enrollment, see [www.uni-hamburg.de/pe](http://www.uni-hamburg.de/pe).