**Checklist: Proof and Documents for Enrollment**

**International Master’s Degree Programs— Winter Semester 2020/21**

Universität Hamburg does not review your documents in advance for completeness and accuracy at the time of submission.

Review your documents carefully using this checklist as your guide.

You must submit the documents indicated by the enrollment deadline; otherwise, your admission will no longer be valid. You can submit the remaining documents later without jeopardizing your admission.

This deadline is final; no extensions can be granted.

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.

**Without exception, all applicants (including students who have already enrolled) must submit 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>• Enrollment application (Online form <a href="http://www.uni-hamburg.de/online-enrollment">www.uni-hamburg.de/online-enrollment</a>)</td>
<td>Completed</td>
</tr>
<tr>
<td></td>
<td>• First degree certificate: If not yet available, you must submit this at the latest by the end of the first subject semester of your master’s degree program (31 March or 30 September). Note: The degree certificate information will automatically be transmitted for graduates of Universität Hamburg who will obtain their degree during the first subject semester of their master’s degree. Graduates of Universität Hamburg who have already received their transcript must submit an uncertified copy.</td>
<td>Uncertified copy*</td>
</tr>
<tr>
<td></td>
<td>• Proof of health insurance For more information (also on private health insurance) see <a href="http://www.uni-hamburg.de/kven">http://www.uni-hamburg.de/kven</a></td>
<td>Uncertified copy</td>
</tr>
</tbody>
</table>

You do not need to submit any other documents (e.g., letter of motivation, CV, or internships)!

* 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).

**Submitting the documents:**

Submit all documents in digital form to Universität Hamburg. Please use the following online form for enrollment to submit your documents:

[www.uni-hamburg.de/online-enrollment](http://www.uni-hamburg.de/online-enrollment)

It is not required to submit the documents in paper form.

Please use the Campus-Center contact form ([www.uni-hamburg.de/studium](http://www.uni-hamburg.de/studium)) for late submissions of documents. Be sure to indicate your applicant number and degree program along with your name when you submit documents at a later date.