Instructions—applying International Summer School

Dear Student,

These instructions explain exactly how to apply online for the International Summer Schools. For questions related directly to the scholarship and application procedure, please email international-summerschool@uni-hamburg.de

Fill out the application form and then click “Sent application”

A window will appear with the following text, and an email will be sent to you

Follow the instructions in this email

Dear Ms. Test,

Thank you for your application.

Register now using our online application portal Mobility-Online. Just use the link at the end of this email. To create a user account, please select a username and password.

The password you select must be at least 6 characters long and contain at least 1 number and uppercase letter!

Your application can only be processed after a successful registration and after completing all the required data.

With kind regards,
Your International Summer School Team

To register for Mobility-Online, please click on the link.

If your e-mail client does not show the link in the correct way please copy or enter the following address into the address bar of your browser:

https://www.service4mobility.com/europe/RegistServlet/bew_reg_nr=1929487794&kz_bew_art=N&kz_bew_pers=S&ausl_bew_id=5748&spr_id=579
To register, enter your date of birth and click “Continue”

Then select a login name and password. You will need this login information to log into Mobility Online in the future.
After registration has been completed, the following window will open, and you will receive the following email. You may now log in to Mobility Online and edit your application.

Online registration for Mobility-Online
(International Summer School 1)

Step 1 of 2 - Input Registration number

First you have to enter your registration code and your date of birth. If this site was executed via the link in the confirmation mail the registration code should be filled out by the system.

Please confirm your entries and press the button [Next step]

Registration number: 929487794
Date of Birth: 09.06.2000

Step 2 of 2 - Input User Name and Password

Now, you can enter your desired login and password (at least 6 characters, at least one upper case letter, at least one digit, no special characters).

Should your desired login already exist in the database, please try another one.

For the purpose of password security, repeat the chosen password to confirm.

Please proceed by clicking on the button [Continue].

Login: TestSummerSchool
Password: ********
Repeat password: ********

Registration successful

Your registration was successful.
By pressing the button [Login Mobility-Online] you will be forwarded to Mobility-Online. There you have the possibility to edit your application data again, to administer your personal data, download and print documents.

Additionally you will receive an E-Mail with the confirmation of your registration. This E-Mail contains the link to Mobility-Online for future login.

Action successful

Close window | Login to Mobility-Online
To log in, click the link in the email, or click on the link below:

https://www.service4mobility.com/europe/LoginServlet?org_id=89&sprache=de&isEmbedded=0&loginType=S&identifier=HAMBURG01
This will open the following window: Please enter the login information you provided during registration.

Universität Hamburg | 20149 Hamburg, Mittelweg 177, Deutschland
Tel +49 40 42838-0 | info@uni-hamburg.de | http://www.uni-hamburg.de/

Alle Outgoings der Universität Hamburg mit bestehenden Bewerbungen müssen sich mit dem Benutzernamen und Passwort Ihres Hochschul-Accounts der Universität Hamburg bei Mobility Online anmelden. Hier geht's zum LOGIN.
Click on the link “Complete / change personal details” to add or modify your personal details. In the following window, click “Create” to add or modify personal details such as your address and telephone number.
Click “Create” to confirm and “back to the application workflow” in the next view.

Once you have updated your personal details, you can upload the documents needed to apply for the International Summer School. Click on the link to the right to upload the first document.

A window will then open in which you can search for your documents and upload your curriculum vitae (possible formats: PDF, GIF, JPEG, JPG, PNG). When you have selected the desired file on your computer, click on “Create.”

Repeat this procedure to upload the other documents, one by one.
After uploading all necessary documents you can enter the accommodation information by clicking “Specify accommodation details” and Forward to update” in the next window.

Select your package, click “Hereby I confirm the correctness of the above information. The payment is due after the confirmation of participation” and confirm with a click “Update”

P.S. If you want to cancel your application, click “Cancel your application” in the “General” tab. Please note, however, that this cancellation is irrevocable.