



Information

Verification of Qualifications via uni-assist

Uni-assist e.V. (<http://uni-assist.de/>) is the “University Application Service for International Students”. Uni-assist deals with international university entrance qualifications for the Augsburg University of Applied Sciences.

Uni-assist creates **preliminary review documentation** of university entrance qualifications for prospective students, i.e. it checks your qualifications and converts these to the German grade system. The preliminary review documentation then provides information on whether you can study any subject (general university entrance qualification) or only specific fields of study (subject-related university entrance qualification).

Questions and answers

- Who needs to get their previous education/qualification checked by uni-assist?
- What do I need to do?
- Which documents do I need to submit?
- Where do I need to submit the application for preliminary review documentation (VPD)?
- When do I need to submit the application for preliminary review documentation (VPD) to uni-assist?
- What does the application for preliminary review documentation (VPD) by uni-assist cost?
- What is the further application process at the Augsburg University of Applied Sciences?

Who needs to get their previous education/qualification checked by uni-assist?

All prospective students who are interested in a Bachelor's degree program who did not obtain their university entrance qualification in Germany or in a school with German *Abitur* examination regulations. This also applies to prospective students who are applying to start a course of study in a higher semester.

What do I need to do?

Please fill out the [application for preliminary review documentation \(VPD\)](#).

<http://www.uni-assist.de/vpd-procedure.html>

You can have your documents checked at any time of the year. Please note that you need to meet the application deadlines of the Augsburg University of Applied Sciences.

Which documents do I need to submit to uni-assist?

Obtain an officially certified copy of your university entrance qualification in the original language, as well as an officially certified translation. You can find details on certifications and translations on the information sheet regarding the admission procedure of the Augsburg University of Applied Sciences http://www.hs-augsburg.de/medium/download/studienangelegenheiten/studienbewerbung/infoblatt_zulassung.pdf



Where do I need to submit the application for preliminary review documentation?

Send the completed application for preliminary review documentation (VPD) together with the officially certified copy and translation of your university entrance qualification and a copy of your ID to:

Hochschule für angewandte Wissenschaften Augsburg
c/o Uni-assist e.V.
Geneststraße 5
D-10829 Berlin

When do I need to submit the application for preliminary review documentation to uni-assist?

Uni-assist usually needs 3 – 6 weeks to process your application. Please allow for a few extra days, because any queries can extend the process.

Uni-assist will send you the notice of preliminary review documentation by mail.

Please observe the application periods of the Augsburg University of Applied Sciences.

Application period for the winter semester:

<u>NC bachelor's degree programs</u>	2 May – 15 July
<u>Digital and regional – Systems Engineering</u>	2 May – 15 July
<u>Bachelor's degree programs with suitability test</u>	2 May - 15 June
<u>Bachelor's degree program Communication Design</u>	2 May – 31 May

Application period for the summer semester:

<u>NC bachelor's degree programs</u>	15 November - 15 January
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You can submit the results of the preliminary review documentation to the Augsburg University of Applied Sciences after you have submitted your application, but no later than 27 July or 30 January.

What does the application for preliminary review documentation by uni-assist cost?

When you apply for the preliminary review documentation, you must transfer a fee to uni-assist.

[More information on the costs incurred.](http://www.uni-assist.de/regulation-fees.html) <http://www.uni-assist.de/regulation-fees.html>

Please note that your application will not be processed unless you have transferred this fee. [More information on the transfer.](http://www.uni-assist.de/regulation-fees.html) <http://www.uni-assist.de/regulation-fees.html>

Feel free to send in a copy of your bank statement or a transfer receipt with your documents to uni-assist.



What is the further application process at the Augsburg University of Applied Sciences?

Parallel to the preliminary review documentation of your university entrance qualification by uni-assist, apply [online](#) to the Augsburg University of Applied Sciences.

Then, print out the application, sign it and send it in the correct form and on time (by 15 June or 15 July for the winter semester or 15 January for the summer semester) with all required documents (proof of German language proficiency, simple copy of university entrance qualification, etc. – for an exhaustive list, see your documentation checklist within the online application) to the Augsburg University of Applied Sciences:

Hochschule Augsburg
Sachgebiet III Studienangelegenheiten
An der Hochschule 1
86161 Augsburg

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