

## **APPLICATION GUIDELINES – MSC PHOTOGRAMMETRY AND GEOINFORMATICS**

**Applicants have to submit the following documents in this order:**

### **1<sup>st</sup> set of application**

#### **Attention to the order!**

- Duly filled in application form for admission
- Duly filled in DAAD application form (if you apply for the DAAD-scholarship)
- Tabulated, complete curriculum vitae in English
- One page “Statement of Goals and Objectives” describing previous work, the goals and objectives in pursuing postgraduate studies in this Master’s degree course as well as future plans.
- Proof of English language skills for applicants from non-English speaking countries. (TOEFL score of 550 points, TOEFL score of 79 (Internet-based test), IELTS band 6.0 or equivalent.)
- Bachelor degree certificate (as notarized copy of the original document)
- All subjects and grades of the Bachelor Degree (as notarized copies of the original documents):

*Records must be submitted for all post secondary academic work completed or in progress and for all degrees. The records must give detailed information on the content and quality of a student’s performance. The student’s rank in class should be noted whenever possible. Transcripts, including the titles of the courses attended and the grades received, must be submitted in both the original language and in English or German. A grading scheme and in particular a grading scheme in percentages is required.*

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Do you have a master degree or other degree? If yes, please add the documents:

- Master degree certificate (as notarized copy of the original document):
- All subjects and grades of the Master Degree (as notarized copies of the original documents):

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- Secondary school leaving certificate (GCE O- and A-level, Baccalauréat, high school diploma, etc.) as notarized copies of the original documents
- Leave of absence from the current employer (only for the DAAD-application)
- Minimum 2 academic references letters (originals or attested copies)
- Certificates of professional experience (originals or attested copies)
- 2 passport photos (4 x 5 cm, with your name and address on the back)

### **2<sup>nd</sup> set of application (only necessary if you apply for the DAAD-scholarship)**

#### **Attention to the order! Same order like set 1!**

- Duly filled in DAAD application form (if you apply for the DAAD-scholarship)
- Tabulated, complete curriculum vitae in English
- One page “Statement of Goals and Objectives” describing previous work, the goals and objectives in pursuing postgraduate studies in this Master’s degree course as well as future plans.
- Proof of English language skills for applicants from non-English speaking countries. (TOEFL score of 550 points, TOEFL score of 79 (Internet-based test), IELTS band 6.0 or equivalent.)
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- All subjects and grades of the Bachelor Degree (as notarized copies of the original documents)

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**Scanned documents are not accepted.**