Information Sheet on the Application Procedure (for a Course of Study)

Data Protection Regulation of Department 3 *Academic and Student Affairs*, Section 3.3 – Student Admission and Registration for International Students of Bergische Universität Wuppertal

By submitting an application for a course of guest study, you voluntarily provide us with personal information. By sending/submitting the application forms, you allow Department 3, Section 3.3 to collect, store and use the personal data for the application procedure and the implementation of the studies. This includes disclosure of personal information within the university as well as to other institutions that are involved in the implementation of the studies. The following data will be collected and stored in the context of your application:

- Intended degree course (if applicable, participation in the German language course)
- Intended degree
- Student number (if you have already been enrolled at the University of Wuppertal)
- First name, surname
- Birth name (if different from last name)
- Date of birth
- Place/country of birth
- Sex
- Nationality/nationalities
- Address
- Phone number
- Email address
- Information on educational background (secondary school leaving certificate, previous studies, university degree if applicable)
- Information on study periods in Germany
- Information on proficiency in German.

The above mentioned data is mandatory.

On condition of your consent, the legal basis for the processing of data is Art. 6 para. 1 lit. a GDPR. The legal basis for the processing of data in order to fulfil a contract or implement pre-contractual measures which take place on request of the data subject is Art. 6 para. 1 lit. b GDPR.

By submitting the application forms, you agree to storage and use of your personal data for the above mentioned purpose. The provided data will be used for the application procedure and the implementation of the studies only. If you decide not to fill in the application forms, the relevant measures cannot be implemented.

We take the protection of your personal information very seriously. You have the right to free access to your stored personal data, its origin, recipient and purpose of the data processing and, if applicable, to correction, blocking or deletion of the data within the scope of the applicable legal regulations at any time. After completion of the studies, your personal data will be deleted after the legal archiving periods have expired.

This declaration extends the data protection statement of Bergische Universität Wuppertal (https://www.uni-wuppertal.de/datenschutz/). By filling in and submitting the application forms of Department 3 *Academic and Student Affairs*, Section 3.3 – Student Admission and Registration for International Students, you accept the data protection regulations.

An die
Bergische Universität Wuppertal
Internationales Studierendensekretariat
42097 Wuppertal

Processing note (not to be filled in by the applicant!):

HZB: _____

Sprachk.: _____

APPLICATION FOR ADMISSION

☐ **for summer term**   ☐ **for winter term**

Have you already been enrolled at the University of Wuppertal? Student no.:

INTENDED DEGREE COURSE (1ST CHOICE)

1st Major subject   Study semester

2nd Major subject   Study semester

Degree ☐ Bach. of Sc./Arts/Educ. ☐ Kombi-Bach. of Arts ☐ Bach. Appl. Sc. ☐ Master ☐ State Examination

INTENDED DEGREE COURSE (2ND CHOICE)

1st Major subject   Study semester

2nd Major subject   Study semester

Degree ☐ Bach. of Sc./Arts/Educ. ☐ Kombi-Bach. of Arts ☐ Bach. Appl. Sc. ☐ Master ☐ State Examination

PERSONAL DETAILS

Surname

First name

Birth name
        if different from last name

Date of birth

Place of birth   Country of birth

Sex   ☐ female   ☐ male   ☐ undefined / not specified

Nationality/nationalities

ADDRESS

Street / House no.

Postal code / City   Country

c/o
         p.r.n. name of roommate (c/o) or room number

Phone no.   Email

UNIVERSITY ENTRANCE QUALIFICATION

Country of acquisition	Original name of secondary school leaving certificate (e.g. Baccalauréat, Lise Diplomasi, Attestat)	Date of acquisition

PREVIOUS STUDIES AT A GERMAN OR/AND FOREIGN UNIVERSITY

Name and City/Country of university	Study program and (intended) degree	Number of semesters	p.r.n. date of final exam

In case of study periods in Germany

Number of semesters spent at German universities: **Number of semesters spent on leave**:

Number of semesters spent at preparatory college: **Number of practical semesters**:

Number of semesters spent at German language courses (university):

GERMAN LANGUAGE SKILLS

City/Country of acquisition	Level	Date of acquisition

PLEASE ENCLOSE THE FOLLOWING DOCUMENTS TO YOUR APPLICATION:
(Original language including sworn German or English translation!)

- Foreign secondary school leaving certificate including an overview of your grades
- Evidence of any university entrance examination you may have sat in your home country, "assessment test" at a preparatory college or TestAS
- Evidence of periods of study and qualifications (overview of grades, transcripts, diplomas)
- Evidence of German language skills
- If you have already been enrolled at a German university: your most recent certificate of enrolment and notice of your most recent termination of enrolment
- Passport copy
- Residence permit according to § 24 Residence Law

I assure that the above information is complete and accurate and that I have not finally failed an examination in Germany in accordance with the examination regulations for the course of study applied for.

_____

Place, Date   Signature