Informationen regarding the online application and required documents

When you click on the link to the online application you first have to enter your normal university log-in username and password. You will then get to the online application form.

It is possible to save and finish the application in several sessions. After sending the application no further changes are possible. **As soon as you have sent the application, you will receive an automatic confirmation via e-mail. If you don't receive the confirmation, please immediately contact Janine Hülsen in the International Office (janine.huelsen@hs-emden-leer.de).**

Technical requirements:

Please note, that the online application is **not working with Microsoft Internet Explorer or Microsoft Edg**e. So far, there have been no difficulties with Firefox or Google Chrome.

Adobe Acrobat Reader should be installed before beginning the application process and can be downloaded here. For the application process, your browser must enable cookies and JavaScript. For security reasons, your log-in session will automatically be timed-out if you have not entered data during this time.

Documents to be uploaded in PDF format:
- Enrollment certificate
- Most recent Transcript of Records from the admission and examination office, incl. average grade
- Curriculum Vitae
- Letter of motivation
- Copy of your ID

In addition, a passport photo is needed in jpg format.

If you require help or have any questions, please contact:
Ms Hülsen (Janine.Huelsen@hs-emden-leer.de)