

Service Center Studienangelegenheiten Service Center Study Affairs

Kontaktdaten und Öffnungszeiten unter Contact details and office hours at

www.thi.de/go/scs

Checklist bachelor application

(for applicants whose schooling certificates were acquired outside of Germany)

The admission procedure of all admission-limited Bachelor courses will be carried-out through the "dialogue-orientated service procedure" of "Hochschulstart" (<u>www.hochschulstart.de</u>).

User name Hochschulstart:	
Password Hochschulstart:	
BID Hochschulstart:	
BAN Hochschulstart:	
User name PRIMUSS-portal THI:	
Password PRIMUSS-portal THI:	

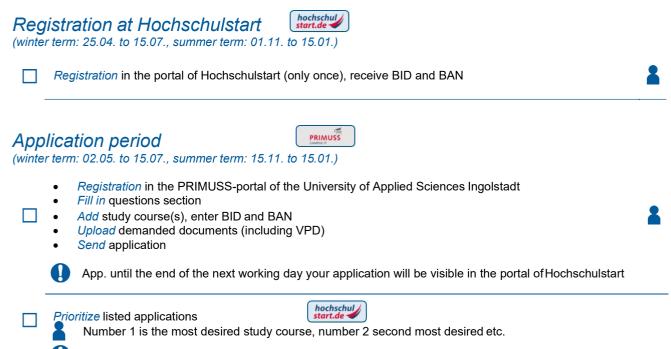
Application for a VPD at uni-assist

(as early as possible; winter term: until 01.06. at the latest, summer term: until 01.12. at the latest)



Registration in the portal of uni-assist Submit application online Pay processing fee

Exception: Studienkolleg graduates, International Baccalaureate (IB) graduates, Graduates of German Schools, AbiBac graduates; Applicants with these backgrounds please take a look at the FAQ section.



Without prioritizing applications will be listed randomly

Check: do uploaded documents in PRIMUSS-portal have the status "OK"?

Check: does the application have the status "valid" in the portal of Hochschulstart?





Employees of the university check on the uploaded documents, which takes app. one week; towards the end of the application period in takes more time, therefore we recommend to apply as soon as possible!

The status "valid" gets set from employees of the university after checking the documents; due to synchronizing reasons (between PRIMUSS-portal and Hochschulstart) a time delay of one working day between documents getting status "OK" in PRIMUSS and the application getting status "vaild" at Hochschulstart is perfectly normal.

Coordination phase

(winter term: 16.07. to 28.08., summer term: 16.01. to 24.02.)

Offers of admission will be made in the portal of Hochschulstart (starting beginning of August/ February)

hochschul start.de

Transformation of offers of admission to actual admission through Hochschulstart takes place according to the following rules:

1. When an additional offer of admission is generated all remaining applications with offers of admission with lower priority are instantly eliminated

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- 2. applications without offer of admission stay until the end of the coordination phase and can be prioritized
- 3. Transformation of an offer of admission to actual admission takes place when there either is only one active application with an offer of admission left or when the coordination phase ends, because then the best possible offer of admission (according to prioritization) turns to an admission

A once generated admission is final, as all remaining applications are being eliminated instantly! Consequently, it's highly relevant to prioritize as early as possible, in the best case within the application phase!

Enro	ollr	
		Within three working days after the transformation of an offer of admission to an actual admission in the portal of Hochschulstart applicants receive their notifications of admission in the PRIMUSS-portal
	Dov	vnload notification of admission (area application progress) and readit completely
	Арр	<i>lication for enrollment</i> in time (deadline is mentioned in the notification of admission)
		In case the application for enrollment is not performed on time ones right on the study place expires!
	Car	<i>ry out</i> remaining steps which are mentioned in the notification of admission to initiate actual enrollment
		User name and initial password for access to Moodle, PRIMUSS student's portal and the student ID- card will be received after actual enrollment took place