

University of Stuttgart
Germany

Application Manual

Winter Semester 2019/20

International Master of Science Programs

INFOTECH

Version No.:	V7
Version date:	15.11.2018
Responsible Organisation:	University of Stuttgart
Author(s):	International Master of Science Programs
Distribution:	Restricted – only for applicants int. MSc program INFOTECH WS 2019/20!
Document description:	Manual
Email:	For deleting your applications please write an Email to: office@infotech.uni-stuttgart.de

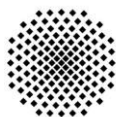


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Introduction

In December 2014, the University of Stuttgart launched a new Campus Management System called C@MPUS. Admitted and registered students have access with their student account (st123456@stud.uni-stuttgart.de) to the following services:

- download and print your certificate of enrollment
- change their postal address
- view semester fees and the status of payment for the re-registration

BUT, before you are able to use these services, you need to be admitted and become registered as a student at the University of Stuttgart.

In order to become a registered student and apply for the Master of Science in Information Technology, we have provided you with this manual. Three important parts are covered:

Part 1: How to register with C@MPUS

Part 2: How to apply for a study program

Part 3: How to enroll at the university (only relevant for admitted students. For the moment in progress)

Technical Requirements

In order to submit your application successfully you should have some basic devices at your disposal:

- A computer with Internet access
- A printer and a scanner in order to upload all required documents.

Furthermore, consider that each document **must not exceed 1 MB.**

In order to achieve this file size, please follow these few suggestions:

- Use small-size pictures and graphics in your files, preferably JPG, PNG and PDF
- If the file is still too big, reduce the final size of your PDF using e.g. <http://smallpdf.com>

Indications

Please follow indications in order to register successfully. There are indications right in the text next to the field you have to fill, further information are to be found clicking on the blue *i* or on the blue highlighted links.

VERY IMPORTANT:

While you are working with C@MPUS, **please never go back in your browser** because then you have to start over again. Always use the *Back* button in C@MPUS in case you want to go back.

Let's get started.



PART 1 REGISTRATION WITH C@MPUS

STEP 01 / ACCESS THE PORTAL

Please follow the link (<https://campus.uni-stuttgart.de>) to access the C@MPUS portal.

The screenshot shows the C@MPUS portal homepage. The browser address bar displays <https://campus.uni-stuttgart.de/campusonline/webnav/uni>. The page header includes the University of Stuttgart logo and name, a search bar, and a language switcher (de/en). A sidebar on the left lists various university departments and faculties. The main content area features the C@MPUS logo and a welcome message in German. Below the logo, there is a section for 'Studierende und Angestellte der Universität Stuttgart' with instructions on how to log in. A footer at the bottom contains copyright information and links to the privacy policy and feedback.

Universität Stuttgart

Hier an/abmelden!

Suche

Log-in

Universität Stuttgart

de/en

Universität Stuttgart

Rektorat

Organe

Fakultäten

Architektur und Stadtplanung

Bau- und Umweltingenieurw

Chemie

Energie-, Verfahrens- und E

Informatik, Elektrotechnik u

Luft- und Raumfahrttechnik

Konstruktions-, Produktions

Mathematik und Physik

Philosophisch-Historische F

Wirtschafts- und Sozialwiss

Interfakultäre Einrichtungen

Zentrale Verwaltung

Vertretungen

Sonstige Einrichtungen

Universität Stuttgart

C@MPUS

Please click on the symbol "de/en" for switching the language settings from German to English in C@MPUS. You find the symbol "de/en" on the far right at the top of this page (close to the Log-in button).

Studierende und Angestellte der Universität Stuttgart:

Studierende melden sich bitte mit ihrer Benutzerkennung für die studentischen Dienste (st123456@stud.uni-stuttgart.de) an. Angestellte melden sich bitte mit ihrem AC-Account (ac123456@uni-stuttgart.de) an. Der Log-in Link befindet sich oben rechts auf dieser Seite.

Bewerberinnen und Bewerber:

Wenn Sie weder über ein Studierenden- noch ein Mitarbeiterkonto verfügen, [legen Sie sich bitte ein Bewerberkonto an](#). Wir möchten darauf hinweisen, dass je Person nur ein Konto zulässig ist. Das System verhindert anderfalls die Bewerbungsabgabe. Bitte wenden Sie sich ggf. an support@campus.uni-stuttgart.de um auf Ihr Bewerberkonto oder ehemaliges Studierendenkonto wieder Zugriff zu erlangen.


Bei Zugangsproblemen schauen Sie bitte in unsere [FAQ](#).

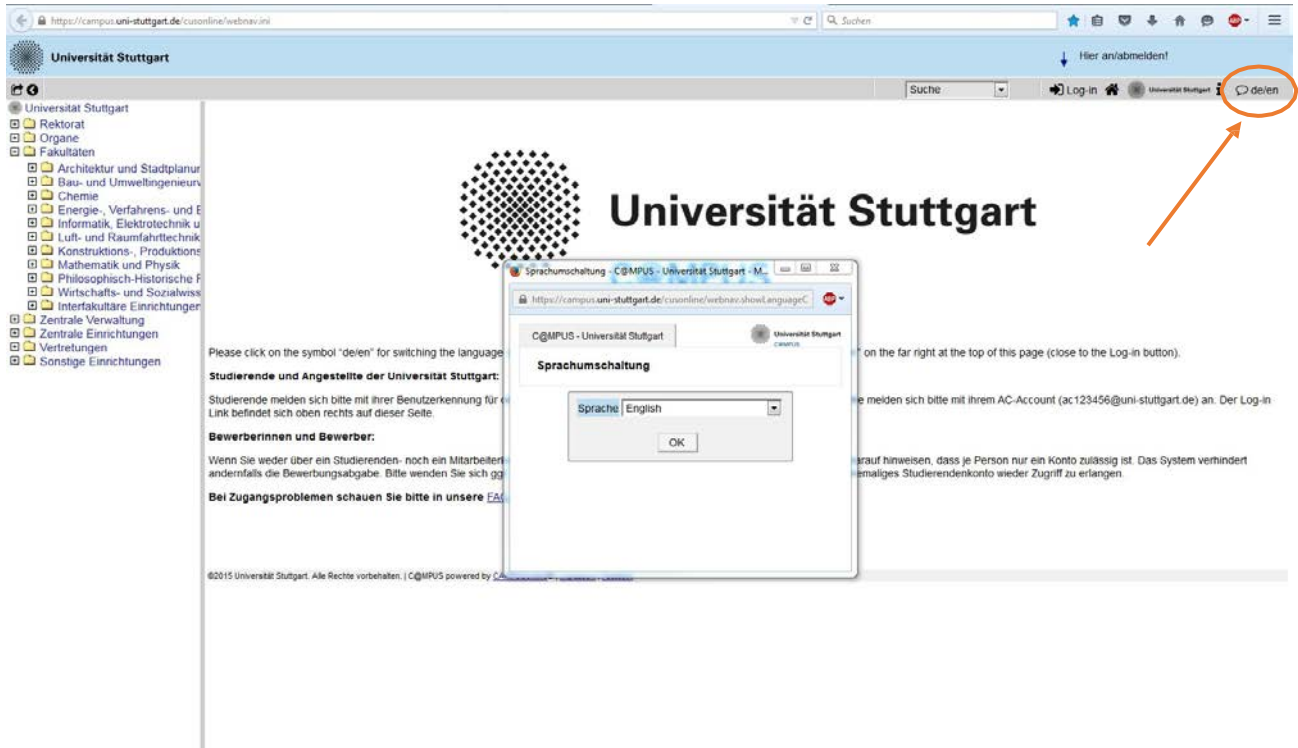
[Über dieses System](#)

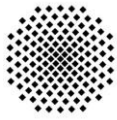
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STEP 02 / LANGUAGE SETTING

Once you access the portal, make sure the language is set to English, if you do not speak German. If you find German as default, please hover your mouse to the upper right corner, click on the speech balloon in the grey toolbar  and select English.

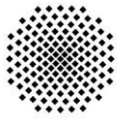




STEP 03 / REGISTRATION ACCESS

In order to start your registration, you have to click **Log-in** (please see orange circle). Although the sign is labeled as **Log-in**, it leads you to the registration of your first access.





STEP 04/ACCOUNT CREATION

First, you need to create an account! For that, look for *Applicants* (below in the second grey box) and click on **Create applicant account**.

https://campus.uni-stuttgart.de/cusonline/webnav.ini

Universität Stuttgart

log in/log out

Search

Log in

Universität Stuttgart

de/en

C@MPUS V2.00

Log in

User name

Password

Log in

Cancel

Forgot your password?

Registration

If you do not possess a C@MPUS login account (user name + password) yet, and you intend to apply for study at Stuttgart University, you at first have to register as applicant.

Applicants:

[Create applicant account](#)

System requirements

- Browser: [detailed information](#)
- JavaScript and cookies must be activated.
- Acrobat Reader 9.0 or newer version to view PDF files (available for Windows systems, Linux, MacOS X and Solaris).

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STEP 05 / CREATE A NEW APPLICANT ACCOUNT

Now you can enter your data in order to create a new applicant account.

Remember to use capital letters for the first letter of names, places, etc. and to separate words with space, not with comma. Otherwise, the system will not accept the data.

Please enter your last name and your first name(s) exactly as they are written in your passport. Your name(s) cannot be changed later on!

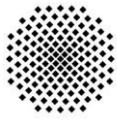
You can select a language default at the end, so that it will be already set for next application steps.

Continue by clicking on **Create applicant account**.

The screenshot shows the 'Create a new applicant account' page on the University of Stuttgart website. The form is titled 'Personal data' and includes the following fields:

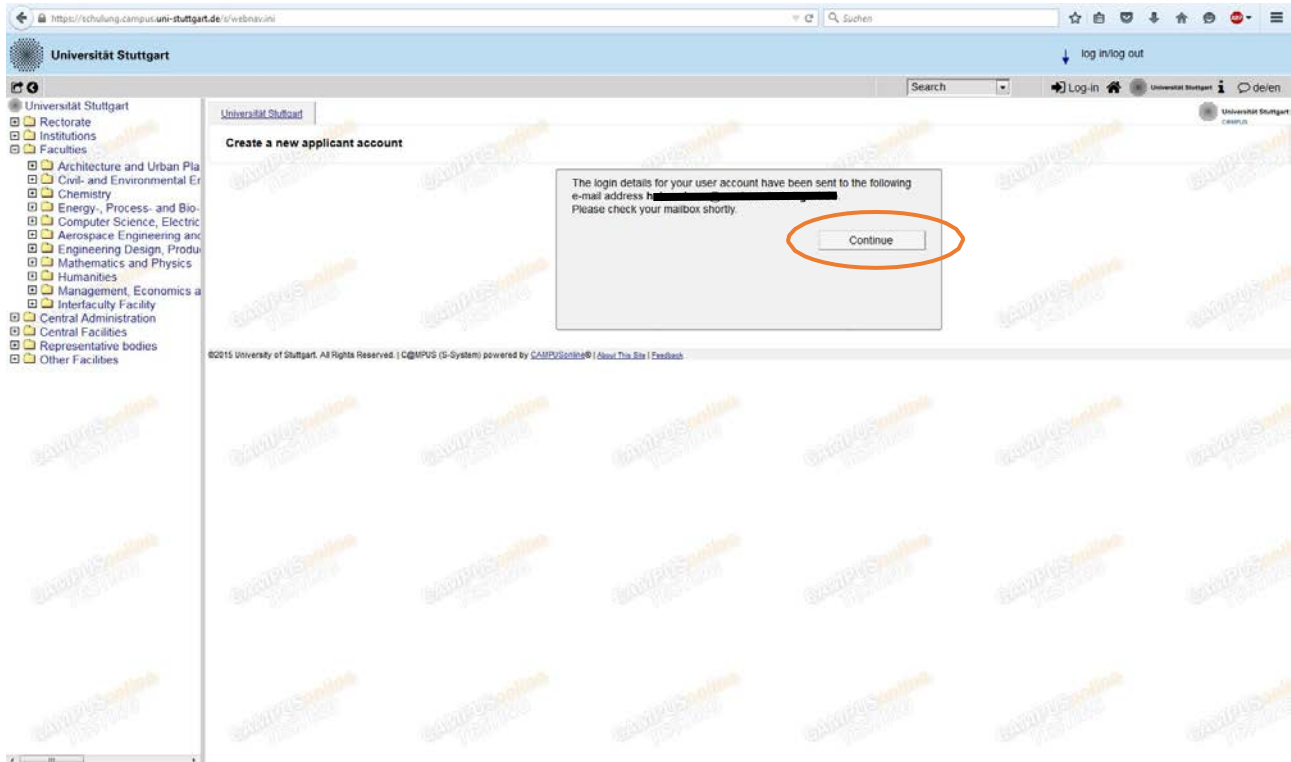
- Mr./Mrs./Ms. (Please select...)
- Last name
- First name(s) (Please enter all your first names here.)
- Date of birth (Please enter in the format DDMMYYYY)
- Place of birth (Please enter the city or town in which you were born.)
- Maiden name (Please only enter this in case it differs from the last name.)
- Nationality (Germany)
- E-mail address
- Repeat email
- Preferred language (Englisch)

A 'Create applicant account' button is located at the bottom of the form. Below the form, a note states: 'Please note that only one applicant account is permitted per student. If you already have an account, please use that account for your online application. Please enter your last name and your first name(s) exactly as they are written in your passport. Your name(s) cannot be changed later!' The footer of the page reads: '©2015 University of Stuttgart. All Rights Reserved. | CAMPUS powered by CAMPUSonline® | About This Site | Feedback'.



STEP 06 / COMPLETION OF REGISTRATION

Now your registration is completed and your login password will be sent to the email address you provided. You might **continue** now.





STEP 07/LOG IN

Once you have gotten the email with your password you can login. Use the **email address** (you registered with) **as username** and the **password** you received to log in.

The screenshot shows the C@MPUS (S-System) login page. The browser address bar shows the URL: <https://schulung.campus.uni-stuttgart.de/s/webnav.ini>. The page title is "Universität Stuttgart". The left sidebar contains a navigation menu with categories like "Universität Stuttgart", "Rectorate", "Institutions", "Faculties", and various faculties. The main content area is titled "C@MPUS (S-System) V2.00" and "Log-in". The login form has two input fields: "User name" and "Password", and two buttons: "Log in" and "Cancel". A link "Forgot your password?" is located below the password field. Below the login form, there is a "Registration" section with the text: "If you do not possess a C@MPUS (S-System) login account (user name + password) yet, and you intend to apply for study at Stuttgart University, you at first have to register as applicant." Below this, there is a "System requirements" section with the following links: "Applicants: Create applicant account", "Browser: detailed information", "JavaScript and cookies must be activated", and "Acrobat Reader 9.0 or newer version to view PDF files (available for Windows systems, Linux, MacOS X and Solaris)".



PART 2: APPLICATION TO THE STUDY PROGRAM

STEP 08 / ACCOUNT – CHANGE PASSWORD

The password that has been sent to you **is going to expire after 4 days**, so now you are required to change the password and create a new one.

Please, select your password according to the following criteria:

Required

- min. 8, max. 40 characters
- should differ from previous password by at least 3 characters
- minimum one letter and one digit
- may not contain your first name, last name, or user name

Recommended

- Use of special characters !#\$%&()*+,-./:;<=>?@[\\]^_{|}~
- Parts of your first name or last name should not be used.
- Generally no parts of words should be used (more than three letters in a row), which may be found in (German or English) dictionaries.

You also need to choose a **security question** and **answer** (see lower part), in case you forget or lose your password. The security question has to contain more than 10 letters.

Please don't forget to **save**.

Universität Stuttgart

Applicants: Lea Skywalker

Search

Log-out

Universität Stuttgart

de/en

Stywalker Lea

Account - Change Password

Applicant

Your password is going to expire in 4 days.
You have not entered a security question or answer yet.

Current password: *****

New password: *****

Confirm new password: *****

Please, select your password according to the following criteria.

- Required
 - min. 8, max. 40 characters
 - should differ from previous password by at least 3 characters
 - minimum one letter and one digit
 - may not contain your first name, last name, or user name
- Recommendations
 - Use of special characters !#\$%&()*+,-./:;<=>?@[\\]^_{|}~
 - Parts of your first name or last name should not be used either.
 - Generally no parts of words should be used (more than three letters in a row), which may be found in (German or English) dictionaries.

Security question: min. 10, max. 250 characters

Answer to security question: min. 10, max. 250 characters

Please, make sure that only you know the answer to the security question. In case you should forget your password the system will ask you your security question. By answering this question correctly you may then reset your password.

Save Cancel

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STEP 09 / ONLINE APPLICATION – START OF COURSE

This page shows the start of the course you are applying for. Wintersemester 2019/20 (winter term 2017/18 is shown as an example) should be selected by default. Therefore please click **Continue** to go on with your application.

ONLINE APPLICATION[Help](#)[Support](#)

- **Start of course**
 - [Select degree program](#)
 - [Personal data](#)
 - [Correspondence address](#)
 - [Permanent home address](#)

Start of course

Please choose the semester for which you wish to apply at the University of Stuttgart. Please note that there are degree programs which might not be offered in every semester or for which you can only apply for a higher semester. Bachelor programs at the University of Stuttgart usually start in winter semester. International Master of Science programs only start in the winter semester.

Start of course

When applying, please consider the upper limit of

- max. 6 undergraduate programmes subject to NC for the first semester

If you exceed the upper limit with this application you may have to withdraw another application before you will be able to continue with this one.

CancelPreview

BackContinue



STEP 10 / ONLINE APPLICATION – SELECT DEGREE PROGRAM

Please select:

Type of studies: **Master programme**

Degree program: **Information Technology**

Form of studies: **Consecutive master program**

and click on the ***continue button***.

The screenshot shows the 'ONLINE APPLICATION' interface. On the left is a sidebar with a list of steps: 'Start of course', 'Select degree program' (highlighted with a bullet point), 'Personal data', 'Correspondence address', 'Permanent home address', 'Higher education entrance qualification', and 'Academic background'. The main area is titled 'Select degree program' and contains several form fields: 'Type of studies' (dropdown menu set to 'Master programme'), 'Intended degree' (text field set to 'Master of Science'), 'Degree program' (dropdown menu set to 'Information Technology'), 'Entrance semester' (dropdown menu set to '1 - Enrolment limitation (local)'), and 'Form of studies' (dropdown menu set to 'Consecutive master program'). Below these fields are two checkboxes: 'I have already studied at a university/college before.' (checked) and 'I have already applied once for the selected degree program at Uni Stuttgart within the last year.' (unchecked). At the bottom right, there are three buttons: 'Cancel', 'Preview', and 'Continue' (which is circled in red).



STEP 11 / ONLINE APPLICATION – PERSONAL DATA

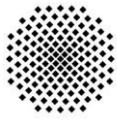
Please check your personal data again. Here you can only choose your academic titles to appear before or after your name. Please be aware that you **can't change** your personal data **once you have hit the Continue button**. So please be cautious and double-check for spelling errors.

When you're done, click **continue**.

ONLINE APPLICATION[Help](#)[Support](#)

[Start of course](#)
[Select degree program](#)
• **Personal data**
[Correspondence address](#)
[Permanent home address](#)
[Higher education entrance qualification](#)
[Academic background](#)

Personal data
Academic degree in front of the name
First name
Last name affix
Last name
All first names
Academic degree after the name
Date of birth
Gender
Place of birth
Country of birth
Maiden name
1st nationality
2nd nationality



STEP 12 / ONLINE APPLICATION – CORRESPONDENCE ADDRESS

Please enter your current postal address. The University will communicate with you during the study period according to this address (**semester address**), so it has to be always up to date.

When you apply, you can enter any valid postal address you have at the moment of the application. It can be changed later on.

ONLINE APPLICATION[Help](#)[Support](#)

[Start of course](#)
[Select degree program](#)
[Personal data](#)
• **Correspondence address**
[Permanent home address](#)
[Higher education entrance qualification](#)
[Academic background](#)

Correspondence address

Correspondence address (semester address)
c/o (if necessary)
Street and number
Postal Code/City
Country/State
Region
Telephone number
E-mail address

☐ My correspondence address (during the semester) is identical with my permanent home address.

CancelPreview

BackContinue

Error! Use the Home tab to apply Überschrift
1 to the text that you want to appear here.

Page | 15



STEP 12-1 / ONLINE APPLICATION – PERMANENT HOME ADDRESS

Please note: this step will only appear if your home address is not identical with your postal address. Please fill in this box too and ***continue***.

ONLINE APPLICATION[Help](#) [Support](#)

[Start of course](#)
[Select degree program](#)
[Personal data](#)
[Correspondence address](#)
• **Permanent home address**
[Higher education entrance qualification](#)
[Academic background](#)

Permanent home address

Home address

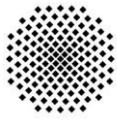
c/o (if necessary)

Street and number

Postal Code/City

Country/State

Region



STEP 13/ ONLINE APPLICATION – HIGHER EDUCATION ENTRANCE QUALIFICATION

Please select ***I have obtained a foreign higher education entrance qualification*** and ***continue***.

ONLINE APPLICATION[Help](#)[Support](#)

[Start of course](#)
[Select degree program](#)
[Personal data](#)
[Correspondence address](#)
[Permanent home address](#)
• **Higher education entrance qualification**
[Academic background](#)

Higher education entrance qualification

Please enter what type of higher education entrance qualification you hold and when and where you have obtained it. More information: [Higher education entrance qualification](#)

☐ I have a German higher education entrance qualification.

☒ I have obtained a foreign higher education entrance qualification. ⓘ

☐ Master craftspersons or persons with similar qualification are allowed to apply for every study program. ⓘ

Type	General qualification for university entrance
Name of certificate (original name)	Diplome van Secundaire Onderwijs 1 to 100 characters
Date of certificate	09.09.2009 Format: DD.MM.YYYY
Average grade (GPA)	63%
Name of school	Example1 1 to 100 characters
Location of school	Example2 1 to 100 characters
Country of school	Belgium
Region	Antwerpen

CancelPreviewBackContinue



Step 13-1 / ONLINE APPLICATION – ACADEMIC BACKGROUND

By default, there are no entries. In order to enter your academic background, please go to **Add degree program** and edit data in the box (see orange frame in the second screenshot below):

ONLINE APPLICATION

Academic background

University Degree Degree programs from to

No entries.

Add degree program

Cancel Preview Back Continue

Please click on “Add degree program” to open form below.

Under 'Status' you can enter your intermediate grade if you have not yet received your final grade for your Bachelor. Otherwise you can enter your final grade under 'Final Exam'.

t academic background

Country of university Belgium

University Universiteit Antwerpen

URL http://

Degree Bachelor of Science

Form of studies First degree

Major (1st subject) Electrical Engineering/Electronics

original name of 1st subject of studies

2nd subject Please select...

original name of 2nd subject of studies

3rd Subject Please select...

original name of 3rd subject of studies

Semester

from	to	total	Leaves of absence	Internship	Clinic (internship)	Interruptions	Type of break
WS2011/12	SS2014	6	1 from 0 to 20	0 from 0 to 20	0 from 0 to 20	0 from 0 to 20	Please select...

Status

Intermediate exam passed on the whole

Grade 2.0

Date 04.09.2013

Final exam passed on the whole

Grade 1.5

Date 16.07.2014

Save and close Cancel/Close

Please don't forget to **save** in order to go on.



STEP 14 HIGH SCHOOL DIPLOMA / BACHELOR DEGREE CERTIFICATE

Please start with uploading your "High School Diploma" and click on the **Continue** button below. [Deadline High School Diploma: 15.02.2019](#)

ONLINE APPLICATION [Help](#) [Support](#)

[Start of course](#)
[Select degree program](#)
[Personal data](#)
[Correspondence address](#)
[Permanent home address](#)
[Higher education entrance qualification](#)
[Academic background](#)
• Higher Education Entrance Qualification / High School Diploma
[Bachelor's Degree Certificate](#)
[Transcript of Records \(with the average grade\)](#)
[Supplementary Form](#)
[Cumulative Grade Point Average](#)
[Grading System](#)
[Curriculum Vitae](#)
[Certificates of Additional Degrees and Transcripts of Records](#)
[Proof of English Language Skills](#)

Higher Education Entrance Qualification / High School Diploma

Please upload your higher education entrance qualification.

Current document

Name	Type	Size [KB]	Date
No document uploaded			

New document

Please upload your documents in one **single** PDF file (Portable Document Format, .pdf), if the file format is not stated otherwise in the description above. The maximum file size is 1 MB. In case uploading is not possible now, you can upload this document subsequently (by 15.02.2017 at the latest).

File No file selected.

Please continue with uploading your "Bachelor Degree Certificate" and click on the **Continue** button below. Deadline for a [Conditional Admission: 31.03.2019](#) - [otherwise 15.02.2019](#)

ONLINE APPLICATION [Help](#) [Support](#)

[Start of course](#)
[Select degree program](#)
[Personal data](#)
[Correspondence address](#)
[Permanent home address](#)
[Higher education entrance qualification](#)
[Academic background](#)
[Higher Education Entrance Qualification / High School Diploma](#)
• Bachelor's Degree Certificate
[Transcript of Records \(with the average grade\)](#)
[Supplementary Form](#)
[Cumulative Grade Point Average](#)
[Grading System](#)
[Curriculum Vitae](#)
[Certificates of Additional Degrees and Transcripts of Records](#)
[Proof of English Language Skills](#)

Bachelor's Degree Certificate

Please upload an officially translated (English) and certified copy of your Bachelor's degree certificate. If this is not available at the time of application, provide an official letter (English) of your university that you have finished your studies and that your degree certificate will be available only later. The degree certificate has to be provided at the time of enrollment, at the latest.

In case you have another university degree (e.g., Master or Diploma), or in case you have more than one university degree, please upload the degree certificate of the study which qualifies for the study program you are applying for currently. You can upload certificates of further studies on one of the following pages "Certificates of Additional Degrees and Transcripts of Records".

Only PDF files are accepted!

Further information is available via the following link:
<http://www.uni-stuttgart.de/infotech/application/index.html>

Current document

Name	Type	Size [KB]	Date
No document uploaded			

New document

Only your Bachelor-Degree will be evaluated no matter if you have a second degree.

If your Bachelor Degree Certificate is not available yet, continue without uploading any documents. In case of admission, you will get a "conditional admission letter" and will be able to hand in your certificate at enrolment.



STEP 15 TRANSCRIPT OF RECORDS

Please upload your document and click on the **Continue** button below.

ONLINE APPLICATION[Help](#)[Support](#)

[Start of course](#)
[Select degree program](#)
[Personal data](#)
[Correspondence address](#)
[Permanent home address](#)
[Higher education entrance qualification](#)
[Academic background](#)
[Higher Education Entrance Qualification / High School Diploma](#)
[Bachelor's Degree Certificate](#)
• **Transcript of Records (with the average grade)**
[Supplementary Form](#)
[Cumulative Grade Point Average](#)
[Grading System](#)
[Curriculum Vitae](#)
[Certificates of Additional Degrees and Transcripts of Records](#)
[Proof of English Language Skills](#)

Transcript of Records (with the average grade)

Please upload an officially translated (English) and certified copy of your transcript of records. If this is not available at the time of application, please provide the most recent one. Provide the final transcript as soon as possible.

In case you have another university degree (e.g., Master or Diploma), or in case you have more than one university degree, please upload the transcript of records of the study which qualifies for the study program you are applying for currently. You can upload certificates of further studies on one of the following pages "Certificates of Additional Degrees and Transcripts of Records".

Only PDF files are accepted!

Further information is available via the following link:
<http://www.uni-stuttgart.de/infotech/application/index.html>

Current document

Name	Type	Size [KB]	Date
No document uploaded			

New document

Please upload your documents in one **single** PDF file (Portable Document Format, .pdf), if the file format is not stated otherwise in the description above. The maximum file size is 5 MB. In case

Please note: The CGPA as well as the grading scale is crucial for evaluating your academic performance during the admission process. If this information has not been included in your transcript given by your University but is available on the web, please copy the link to that website in a PDF and upload the PDF document. Without a CGPA it will be very hard to evaluate your academic performance - please make sure to pay attention to that fact.

To open the "Adjunct" please click on the given under 1)

Save the filled-in form to your local disk and **upload** the PDF to C@mpus.
We **recommend** to use **Adobe Reader** (<https://get.adobe.com/reader>) to fill out the document.

ONLINE APPLICATION [Help](#) [Support](#)

[Start of course](#)
[Select degree program](#)
[Personal data](#)
[Correspondence address](#)
[Higher education entrance qualification](#)
[Academic background](#)
[entrance qualification for Master's programme](#)
[Bachelor's Degree Certificate](#)
[Transcript of Records \(with Cumulative Grade Point Average CGPA\)](#)
• **Supplementary Form**
[Cumulative Grade Point Average](#)
[Grading System](#)
[Curriculum Vitae](#)
[Certificates of Additional Degrees and Transcripts of Records](#)
[Proof of English Language Skills](#)

Supplementary Form

An application for the INFOTECH Master is only valid, once we receive the data from the Supplementary Form/Adjunct in addition to the C@MPUS Data.

Please:

- 1) Fill in the form you can download under https://www.uni-stuttgart.de/infotech/pdf/Adjunct_INFOTECH.pdf
- 2) Save the filled-in form to your local disk and upload the PDF below.

Note: Filling in the Adjunct is **not optional**. To avoid a premature rejection of your application you should complete the form.

In case of doubts, an application manual can also be found on the INFOTECH Homepage in our Downloads Section:
<http://www.uni-stuttgart.de/infotech/support/downloads/index.html>

Further information is available via the following link:
<https://www.uni-stuttgart.de/infotech/application/index.html>

Current document

Name	Type	File Size	Date
------	------	-----------	------

[Back](#) [Continue](#)



STEP 17 CUMULATIVE GRADE POINT AVERAGE

Please upload your document and click on the Continue button below

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[Bachelor's Degree Certificate](#)
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Cumulative Grade Point Average

Please upload a letter from your university stating and confirming your final Cumulative Grade Point Average (CGPA). If your final CGPA is not available at the time of application, please provide the most recent one.

The Cumulative Grade Point Average/Overall Average (CGPA) must be better than (value/best on scale) 70% of best-on-scale, e.g.
70%/100%
2.8/4
3.5/5
14/20
7/10
2.5/1.0 (for German marks).

In case you have another university degree (e.g., Master or Diploma), or in case you have more than one university degree, please upload the CGPA of the study which qualifies for the study program you are applying for currently.

Only PDF files are accepted!

Further information is available via the following link:
<http://www.uni-stuttgart.de/infotech/application/requirements/index.html>

Current document

Please note: The CGPA as well as the grading scale is crucial for evaluating your academic performance during the admission process. If this information has not been included in your transcript given by your University but is available on the web, please copy the link to that website in a PDF and upload the PDF document. Without a CGPA it will be very hard to evaluate your academic performance - please make sure to pay attention to that fact.



STEP18 GRADING SYSTEM

Please upload your document and click on the **Continue** button

below. **PLEASE NOTE: Only PDF-files are accepted.**

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Grading System

Please provide an explanation, certified by your university, of the grading and awarding system of your university, stating minimum pass marks / maximum achievable marks and how the Cumulative Grade Point Average (CGPA) is calculated from the marks.

You can skip this step if the explanation about your grading system is provided by your transcript of records.

Only PDF files are accepted!

Further information is available via the following link:
<http://www.uni-stuttgart.de/infotech/>

Current document

Name	Type	Size [KB]	Date
No document uploaded			

New document

Please upload your documents in one **single** PDF file (Portable Document Format, .pdf), if the file format is not stated otherwise in the description above. The maximum file size is 2 MB. In case uploading is not possible now, you can upload this document subsequently (by 15.02.2017 at the

CancelPreviewBackContinue



STEP19 CURRICULUM VITAE

Please upload your document and click on the **Continue** button below. **PLEASE NOTE: Only PDF-files are accepted.**

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• **Curriculum Vitae**
[Certificates of Additional Degrees and Transcripts of Records](#)
[Proof of English Language Skills](#)

Curriculum Vitae

Please upload your CV using the Europass-CV template.

Only PDF files are accepted!

Further information is available via the following link:
<http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>

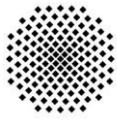
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Please upload your documents in one **single** PDF file (Portable Document Format, .pdf), if the file format is not stated otherwise in the description above. The maximum file size is 2 MB. In case uploading is not possible now, you can upload this document subsequently (by 15.02.2017 at the latest).

File No file selected.



STEP20 Certificates of Additional Degrees

Please upload your document and click on the **Continue** button below.

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• **Certificates of Additional Degrees and Transcripts of Records**
[Proof of English Language Skills](#)

Certificates of Additional Degrees and Transcripts of Records

Optional:

Please upload certificates and/or transcripts of records from additional studies/study degrees (e.g., Master's Degree).

Only PDF files are accepted.

Current document

Name	Type	Size [KB]	Date
No document uploaded			

New document

Please upload your documents in one **single** PDF file (Portable Document Format, .pdf), if the file format is not stated otherwise in the description above. The maximum file size is 5 MB. In case uploading is not possible now, you can upload this document subsequently (by 15.02.2017 at the latest).

File No file selected.



STEP21 Proof of English Language Skills

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• **[Proof of English Language Skills](#)**

Proof of English Language Skills

Please provide certified proofs of your English proficiency (i.e. TOEFL or IELTS score report or equivalent). If your complete education has been conducted in English, an official certificate of your university is required confirming that the language of instruction is English. The document has to be provided at the time of enrolment, at the latest.

Please note: IELTS (Band 6.0) or TOEFL (score: 550 paper based, 213 computer based, 80 internet based).

It is not necessary to send the results directly via the TOEFL homepage with the University of Stuttgart Code. Please wait for your hardcopy or digital results for uploading.

Only PDF files are accepted!

Current document

Name	Type	Size [KB]	Date
No document uploaded			

New document

Please upload your documents in one **single** PDF file (Portable Document Format, .pdf), if the file format is not stated otherwise in the description above. The maximum file size is 2 MB. In case uploading is not possible now, you can upload this document subsequently (by 15.02.2017 at the latest).



STEP22 ONLINEAPPLICATIONOVERVIEW

The overview screen shows all your entries as you scroll through the different sections

OVERVIEW - APPLICATION NUMBER: 1-00111069

PLEASE NOTE

This is just a preview for checking your application. Your application has not been submitted yet.

Please review all your entries thoroughly. If all is correct, mark the approval checkbox (at the bottom of the page) and click the SEND button to submit the application electronically.

Pleased note:
You will not be able to change any entries of an electronically submitted application. Besides you will not be able to issue a new application for the same study program!

Start of course

Wintersemester 2017/18
When applying, please consider the upper limit of

- max. 6 undergraduate programmes subject to NC for the first semester

If you exceed the upper limit with this application you may have to withdraw another application before you will be able to continue with this one.

Select degree program

Type of studies	Master programme
Intended degree	Master of Science
Degree program	Information Technology
Entrance semester	1 - Enrolment limitation (local)
Form of studies	Consecutive master program

☒ I have already studied at a university/college before.
☐ I have already applied once for the selected degree program at Uni Stuttgart within the last year.

Personal data

Academic degree in front of the name	First name	Ruth
	Last name, affix	
	Last name	Apple
	All first names	Ruth
Academic degree after the name		B.Sc.
	Date of birth	17.11.1989
	Gender	Female
	Place of birth	Bangalore
	Country of birth	India
	Maiden name	
	1st nationality	Belgium
	2nd nationality	Please select...

Correspondence address

Correspondence address (semester address)

c/o (if necessary)

Street and number Siddhartha College Road 2

Postal Code/City 520001 Vijayawada

Country/State India

state, territory Andhra Pradesh

Telephone number

E-mail address apple.ruth.millenial@fantasy.de

☐ My correspondence address (during the semester) is identical with my permanent home address.



Permanent home address

Home address

c/o (if necessary)

Street and number R&mn Rao ROlld 516

Postal Code/City 52001 Vijayawada

Country/State India

state territory Andhra Pradesh

Higher education entrance qualification

Type General qualification for university entrance

a . <:trt!"<:lk>:li9!&l. 1 Diplome van Secundaire Onderwijs

Date of certificate 09.09.2009

Average grade (GPA) 63%

Name of school Exemplel

Location of school Exemple2

Country of school Belgium

Region Antwerpen

Academic background

University/Subjects

Country of university Belgium

Unvrersty Universiteit Antwerpen

max. 100 characters

Transcript of Records (with the average grade)

No document uploaded

Supplementary Form

No document uploaded

Cumulative Grade Point Average

No document uploaded

Grading System

No document uploaded

Curriculum Vitae

No document uploaded

Certificates of Additional Degrees and Transcripts of Records

No document uploaded

Proof of English Language Skills

No document uploaded

Confirmation

Please click „Back“ in order to revise incorrect details. Check the box and click „Send“ to transmit your application. After clicking „Send“ no further correction of your details is possible any longer!

I hereby confirm that the given information is correct and complete. I agree to the processing of my personal data for the use in the administrative procedures at the University of Stuttgart. I am fully aware that any false information on my behalf can lead to an exclusion from admission and enrollment at the university.



STEP23 ONLINEAPPLICATIONCONFIRMATION

After your application has been submitted a confirmation will be shown on the screen. Please click on the **Continue** button below.

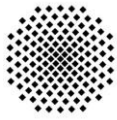
ONLINE APPLICATION

Thank you for your application!

We will contact you via e-mail after verifying your data and documents.

List of applications

Continue



STEP 24 ONLINE APPLICATION STATUS

On the screen it is shown that the application has been received. In addition, all of the necessary documents are listed with an icon indicating whether they have already been uploaded or not.

pple_Ruth, B.Sc.

Application - Status

Applicant number 2-00404387
Application number 1-00111069
Course of study Master of Science | Information Technology (1. FS)
Start of course Wintersemester 2017/18

< to "My Applications"

Submission of application

Status

received electronically
"Application documents": not checked yet.

Required documents (for admission)

Documents stated herein must be included in your application

- Higher Education Entrance Qualification / High School Diploma (Upload, alternativ: Upload respectively online ONLY)
- Bachelor's Degree Certificate (Upload, alternativ: Upload respectively online ONLY)
- Transcript of Records (with the average grade) (Upload, alternativ: Upload respectively online ONLY)
- Supplementary Form (Upload, alternativ: Upload respectively online ONLY)
- Cumulative Grade Point Average (Upload, alternativ: Upload respectively online ONLY)
- Grading System (Upload, alternativ: Upload respectively online ONLY)
- Curriculum Vitae (Upload, alternativ: Upload respectively online ONLY)
- Proof of English Language Skills (Upload, alternativ: Upload respectively online ONLY)

Documents stated herein may be included in your application

- Certificates of Additional Degrees and Transcripts of Records (Upload, alternativ: Upload respectively online ONLY)

If you have to submit requested documents at a later date, please use this cover sheet: [Cover sheet](#).

If you scroll down you can withdraw your application and can also see details of your admission

Please note: If you withdraw your application you will not be able to apply for the same course of study again

Withdraw application

Here you can withdraw your electronically submitted application.

After withdrawal of this application you will not be able to apply for the same course of study again!

You neither will be able to undo the withdrawal by yourself!

If you want to correct details about your application, please send an email referring to your application number and stating the information to be corrected to the Admissions Office of the University of Stuttgart (Studiensekretariat der Universität Stuttgart).

Admission

Details of the admission procedure

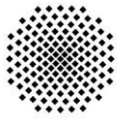
Course of study **Master of Science**
Information Technology
Entrance semester: 1
Type of admission: Enrolment limitation (local)

Status
"Formal entry requirements": not checked yet.
"Academic entry requirements": not checked yet.
"Admission": not done yet.

Details -

- Study place offer

- Enrolment



On the "My Applications"-screen you can see

- Date of the submission
- Admission status
- Study place offer
- Enrollment

My Applications						Operation
Applicant number: 2-00404387						Enter new application
Application number	Degree program	Submission of application	Admission	Study place offer	Enrollment	Operations
Wintersemester 2017/18						
1-00111069	Master of Science Information Technology <ul style="list-style-type: none">Entrance semester: 1Type of admission: Enrolment limitation (local)	🕒 03.11.16	?	-	-	