

Information sheet for the application and admission to the master program "Smart Energy Systems"

This document is for guidance only and is not an official translation. Only SPO SES / HSAN-20212 (in German) applies.

Qualification requirements (§ 4 SPO SES/HSAN-20212)

1. A successfully completed university degree in a relevant course of study or an equivalent domestic or foreign degree, the scope of which generally comprises 210 ECTS points, but at least 180 ECTS points, is required. Relevant courses of study are based on the principles of electrical engineering, mechanical engineering, physics, computer science, supply engineering or comparable courses of study. The examination committee decides on the relevance or equivalence of the degree in compliance with Article 63 BayHSchG.
2. Proof of qualification has to be provided by a degree according to No. 1 with an overall examination result of **at least 2.3 or better**.
3. For degrees without credit points, the workload is converted into credit points, with one credit point corresponding to a load of 30 hours. If no hours are proven, 30 ECTS are recognized per theoretical semester. Practical semesters are recognized with a further 30 ECTS, provided that these correspond to the practical semester in type and scope at the Ansbach University of Applied Sciences.
4. Qualifications from other grading systems or qualifications without credit points are converted according to the so-called "Bavarian formula" as follows:

$$N = 1 + 3 \times \frac{(P_{\max} - P)}{(P_{\max} - P_{\min})}$$

where N is the grade, P the points / amount scored, and P_{\max} / P_{\min} the corresponding limits.

5. If applicants can provide evidence of a completed university degree or an equivalent degree for which less than 210 ECTS, but at least 180 ECTS, have been awarded, the prerequisite for passing the master's examination is proof of the missing credit points from the courses offered by the Ansbach University of Applied Sciences and according to the examination regulations. Admission is subject to the condition that the evidence of the missing ECTS points is provided within one year of commencing studies (Article 43, Paragraph 5, Clause 3 BayHSchG), otherwise enrollment expires.
6. Applicants for the master's course who cannot show an overall examination result at the time of the application deadline for the master's course must submit an official certificate from the previous university by September 30th for the winter semester. The document should state the successful completion and the average grade as well as ECTS points of the previous studies.
7. Applicants have to prove sufficient knowledge of the English language and some basic knowledge of German. As all classes are taught in English, fluency in this language is absolutely necessary and proof of level B2 is required. Native English speakers are exempt from providing proof.

The following certificates are accepted:

- TOEFL score 85 or higher (IELTS score 6.5 or higher might also be accepted)
 - University Cambridge First Certificate in English (FCE) Grade C
 - TOEIC Listening/Reading level 785; Speaking level 160; Writing level 15
 - A grade of at least "good" in the Technical English module or a comparable English module from the previous degree
8. If German is not your native language, proof of sufficient knowledge of the German language must also be provided. The following certificates are accepted:
 - Deutsches Sprachdiplom DSD Stufe 1 (Stufe GER A2/B1)
 - Goethe-Institut Zertifikat der Niveaustufe A2
 - Test DaF Niveaustufe TDN 3/ 4
 - DSH Zertifikat DSH-1
 9. Furthermore, a letter of motivation (200 to 500 words in English or German) is needed.

Application Process (§ 5 SPO SES/HSAN-20212)

Application is possible just for winter term from May 1st till May 31st. During this period you can apply only online via our [applicant portal](#).

A detailed description how to apply might be found under <https://www.hs-ansbach.de/en/service/for-prospective-students/application-master-part-time/>.

Application Procedure

1. Please open the [applicant portal](#) and register with a valid e-mail address.
2. Follow the instructions and choose the study program which you want to apply for.
3. Add all the documents to your application requested on the homepage.

Documents to submit

- Your graduated certificate of the qualified study course (see point 1 and 2 of § 4 SPO SES / HSAN-20212)
- The study and examination regulations of the qualified study course (only in case of a degree without credit points, see point 3 of § 4 SPO SES / HSAN-20212)
- Notice of the pre-verification documentation (VPD) (only in case of foreign certificates, please see below)
- Your English language certificates (see point 7 of § 4 SPO SES / HSAN-20212)
- Your German language certificates (see point 8 of § 4 SPO SES / HSAN-20212)
- Your letter of motivation (see point 9 of § 4 SPO SES / HSAN-20212)

Important information

If you do not get your graduate certificate until the end of the application period, you have to hand it in until the 30th of September. The document should include the diploma or an appropriate confirmation (including the final grade and the achieved ECTS-points). Otherwise there will be no admission!

Information for foreign applicants - Certificate Examination by uni-assist e.V.

If you have acquired your higher education entrance qualification abroad, you must upload it with the notification of the preliminary review documentation (VPD) as well as proof of your German and English language skills as part of the application.

Note: At Ansbach University of Applied Sciences we only accept a VPD that has been issued for our university. Evaluation reports for other universities will not be accepted!

- Please submit your school-leaving or educational qualifications to uni-assist e.V. for assessment in the form of an officially certified copy and an officially certified German or English translation.
- You fill out the application for verification (VPD) of your educational certificates online and send it to uni-assist e.V. You can find the application at <http://www.uni-assist.de/>. There you will also find more detailed information on the procedure. Preliminary examination documentation of your higher education entrance qualification is possible all year round. Please note that uni-assist e.V. usually needs 4-6 weeks to process your documents – so please submit your documents early.
- A fee is due for the processing by uni-assist e.V., which you must transfer directly to uni-assist e.V.
- Please upload the notice of the pre-verification documentation (VPD) in good time as part of your application.
- Ansbach University of Applied Sciences decides whether your educational certificate entitles you to study the course.

Admission procedure

As soon as we have received your complete documents and you fulfil the requirements, you will receive an admission letter. You will then be able to view your admission decision online in the applicant portal.

Enrollment

If you receive a positive decision, please note the further procedure described there. You can also apply for enrolment online via the applicant portal and thus enroll. Final enrolment is usually carried out online by the university. You will receive confirmation of your enrolment electronically. You will usually receive your student ID and certificates shortly before or at the start of the semester.

Contact

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