

# Application Documents

## Logistics - International Management & Consulting

### Certificate Checklist

Please send the following documents by e-mail first and after admittance by post:

1. **Online-registration/application for admission**  
Please print out, sign and scan the application for admission
2. **Europass CV with a photo**  
Please provide exact data (DD/MM/YYYY) and do not forget the date and signature.
3. **Proof of university entrance qualification**  
Entry qualification for a university (of applied sciences), e.g. Abitur, Fachhochschulreife or equal qualification
4. **Completed university degree (officially certified copies\*)**
  - degree certificate
  - official academic transcript/ record of results
  - Diploma supplement/ module content from your institution for all modules completed
5. **Certified translations\* in addition to the original version** of the degree certificate and the official academic transcript / record of results in case another language than German or English is used in the documents
6. **Proof of work experience (if applicable)**  
e.g. an employer's reference, letter of recommendation, current confirmation of the employer, etc. ; the area of responsibility must be demonstrated in the document.
7. **Proof of English language skills on at least level C1 CEFR**  
e.g. IELTS score 7/ TOEFL score 95/ CAE, or other
8. **Certificate(s) of de-registration** (in case you had been enrolled at a university in Germany) and  
**Certificate(s) of non-objection** (in case you dropped out of a university in Germany)
9. **Copy of your passport**

Please note: If a change of name lead to different names given on your documents, please enclose an evidence of your change of name, e.g. a marriage certificate.

\* Requirements for certified copies and certified translations: see link below (we use the same standards as uni -assist

[www.uni-assist.de/en/how-to-apply/assemble-your-documents/certified-copies-and-translations/](http://www.uni-assist.de/en/how-to-apply/assemble-your-documents/certified-copies-and-translations/)