

Dear students,

I would like to remind you that the application deadline is **1<sup>st</sup> June!** Please make sure to have **completed everything** by then!

Please follow the link below to get to our mobility online application portal.

1. Fill in the **online application form**
2. We will then **mark you as nominated** (not possible on weekends or public holidays)
3. Please **upload the following documents**:
  - A photo of you
  - The signed application form
  - Your transcript of records
  - A German language certificate if you are going to study in German
  - an English language certificate if you are going to study in English (as a native speaker please upload a short statement that English is your mother tongue)
  - proof of enrollment of your home university
  - your filled out learning agreement, signed by you and your academic coordinator at home

**Online-Application (bottom of the page):**

[www.fh-kiel.de/application-incoming](http://www.fh-kiel.de/application-incoming)

For those of you who haven't registered, yet: Please keep in mind that Thursday, 25 May, is a public holiday in Germany and the International Office will be closed from 25 May until 28 May. During these days I cannot mark you as nominated and you will not be able to proceed with uploading any documents until 29 May. I strongly advise you to register and fill out your personal details until tomorrow evening, so that I can mark you as nominated on Wednesday.

***If you haven't completed your online application by 1<sup>st</sup> June, your application will be deleted!***

If you have any questions please do not hesitate to contact me.

Viele Grüße / Best wishes

Lena

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Counseling of International Students / Students from refugee backgrounds

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