How to apply

Business Information Systems

Degree	**Bachelor of Science (B. Sc.)**
Type of study	**Full-time study**
Standard period of study	**7 semesters incl. compulsory Internship semester**
Commencement of studies	**Winter semester (1 Oct), Summer semester (1 Apr)**
Credits (ECTS)	**210**
Language of instruction	**German / English**
Department / Central Institute	**Department of Business and Economics**

How to apply without a German university entrance qualification

Applicants without a German qualification need to apply via uni-assist by registering their application with uni-assist online as well as sending all relevant documents directly to uni-assist. Uni-assist will check the educational qualifications as equivalent or equal to the appropriate German qualification and forward the application to us.

1. Please register first at „Hochschulstart"
2. Once you have registered, you will receive a BID and a BAN number.
3. Then register at UniAssist.

Admission requirements

- Academic qualifications meeting the general requirements for admission to a University or University of Applied Sciences, or professional qualifications allowing University admission as specified in §11 of the Law on Institutions of Higher Education in the State of Berlin (Berliner Hochschulgesetz - BerlHG)
- German language university entrance exam for foreign students.
- Proof of very good English language skills at Common European Framework of Reference (CEFR) B1 level.

Restricted Admission
Where there are more applicants than places, programmes follow a NC (numerus clausus) procedure.

Evidence of German language skills

For study courses in German international students have to prove their German proficiency through the "Test of German Language Ability for Foreign College Students (DSH 2)". Graduates of the Goethe-Zertifikats C2 (Großes Deutsches Sprachdiplom (GDS)) by the Goethe-Institut and Test-DaF-Graduates with the result of TDN degree 4 in all four tests do not

need the DSH.

Proof of English language proficiency

Suitable proof of English language skills: A language exam such as TOEFL (min. 460 paper based, min. 43 internet based) or continuous English lessons at least up to the German 10th grade or equivalent or completing the secondary school certificate (German 10th grade or equivalent) or meeting the requirements to study at a University of Applied Sciences or having bilingual school education in English or being an English native speaker.

Application documents

ASSIST will check for the HWR Berlin whether applicants have submitted the following basic documents:

- A completed application form together with a Curriculum Vitae (CV) including details of all all previous academic education
- Officially authenticated copies and translations of the original certificates and all documents as specified by the HWR Berlin
- An official copy of the university entrance qualifications
- Proof of German language proficiency as specified by the HWR Berlin
- If required, other test certificates

In addition to these basic requirements, the University regulations may require you to submit further documents; if so, these should be attached to your application when it is sent to ASSIST. All the documents as specified are required before your application can be processed and transferred to the HWR Berlin.
Once your application passes the ASSIST system check, it will be transferred to the HWR Berlin for further processing. The decision on whether you will be admitted to a course of study rests with the HWR Berlin.