

## How to find us

### Office of Graduate Admissions at the Campus Center

Office Hours: Campus Center (Main Building, Room H30)  
Str. des 17. Juni 135,  
10623 Berlin

Mon, Tues, Thu: 9:30 a.m. – 15:00 p.m.  
Wed: Closed  
Fri: 9:30 a.m. – 14:00 p.m.

Parents with children, expecting mothers, and students with handicaps and/or chronic illnesses do not have to wait, but receive direct assistance from our staff members at the central counter of the Campus Center.

Our services at the Campus Center are

- Answering your questions about application requirements, admissions, enrollment and change of course of study/ change of university
- Issuing application materials and informative literature
- Assistance with application and enrollment formalities
- Your contact for all questions concerning re-registration, semester on leave, exmatriculation, etc.

Important: An **officially binding examination** of your application materials **cannot be undertaken at the Campus Center**. This will be either be accomplished by uni-assist or the Office of Graduate Admissions.

## Here is room for your notes

## Information on Master's study programs and Ph.D. studies



### Mailing Address:

Technische Universität Berlin  
IA 1 – Servicebereich Master  
Straße des 17. Juni 135  
D - 10623 Berlin

Tel.: 030 314 29999  
Fax: 030 314 28442

### Latest information at:

[www.tu-berlin.de/?id=78365](http://www.tu-berlin.de/?id=78365)

E-mail: [graduateadmissions@r1a.tu-berlin.de](mailto:graduateadmissions@r1a.tu-berlin.de)

State: 11/9/2015



## How to get all important information

You can find all important information on our websites. With this flyer we also provide a collection of links on the most frequently asked questions and topics on the application for master's study and Ph.D. programs. Just enter the noted quick access code into the field as shown below.



With our checklist (download see below) you can check whether your application is complete.

☞ Quick Access Code: 144776

## Information and quick Access Codes

- **When should the application be submitted?**

☞ Quick Access Code: 159054

- **Where the application has to be submitted?**

Current and former students at TU Berlin:  
☞ Quick Access Code: 93894

All other applicants:  
☞ Quick Access Code: 93893  
[www.uni-assist.de](http://www.uni-assist.de)

- **Information for applicants with a first university degree or an ECTS-Certificate**

☞ Quick Access Code: 98063

- **Information on application for a higher semester**

☞ Quick Access Code: 153144

- **Information on selection processes for master's programs with restrictions on admission**

☞ Quick Access Code: 124174

- **Language skills**

☞ Quick Access Code: 93882

- **Acknowledgement of Course Work from German universities**

☞ Quick Access Code: 124174

- **Information on application for Hardship Cases**

☞ Quick Access Code: 145096

- **Continuing education Master's programs**

☞ Quick Access Code: 7520

- **Information on application for Ph. D. studies**

☞ Quick Access Code: 75472

- **Translation of international certificates**

☞ Quick Access Code: 128287

- **Authentication of documents**

☞ Quick Access Code: 128287

- **Visa for study purpose/ student residence permit**

☞ Quick Access Code: 93886

- **Allocation of university places/ Lottery procedure in NC study programs**

☞ Quick Access Code: 93884

- **Health insurance**

☞ Quick Access Code: 141006

- **Semester ticket**

☞ Quick Access Code: 76324

- **Housing / Financing/ Scholarships/ Jobs/ Fees**

☞ Quick Access Code: 6976

☞ [www.studentenwerk-berlin.de/](http://www.studentenwerk-berlin.de/)

- **Exchange Programs**

☞ Quick Access Code: 5180