



Checklist for international applicants - Bachelor, Diploma, State Examination -

Step 1: Online application via uni-assist

If you intend to apply for an undergraduate degree (Bachelor, Diploma, State Examination) at Leipzig University, apply online via [uni-assist's application portal](#). Please refer to uni-assist's webpage on [how to apply via uni-assist](#).

Step 2 : Upload of application documents

Upload all necessary documents (see below) electronically via "My Applications" – "Documents". Identify the documents clearly in German or English.

Step 3: Answering open mandatory questions

Answer all open mandatory questions and submit your application electronically.

Step 4: Transferring the processing fee

Pay the processing fee to uni-assist. All [information regarding the fees and the payment transfer](#) can be found at uni-assist's webpage.

When do I apply?

For the winter semester you can apply from the beginning of April until **15 July**, for the summer semester from the beginning of November until **15 January**.

Please note: Most courses of study only start by the winter intake. Please refer to our [courses of study](#) for the next possible start of your intended study program.

Applications for a higher semester of study are possible for the summer and the winter intake.

The study preparation at the Studienkolleg and the study preparatory German language course are also offered in the summer and winter semesters. Applications deadlines are **15 June** and **15 December**.

Information about the uni-assist application:

Uni-assist checks whether your application comprises all necessary documents. In addition, they determine whether you meet the admission requirements. Leipzig University decides if you will get admitted into the intended study program.

If you intend to apply for two different study programs, it is necessary to submit an application to uni-assist for both programs. However, you only have to submit your application documents once. Attention: Please submit your application documents to uni-assist as early as possible, so that uni-assist has the opportunity to request missing documents within the application period.

Application documents:

A full application comprises the following documents. Please use this list to check whether you can provide all documents:

1. **Secondary School Certificate, including grades** (e.g. Baccalaureate, School Leaving Certificate, O- and A-Levels or the equivalent)
2. **Proof of university entrance examination** (if applicable)
3. **Proof of passed Feststellungsprüfung (FSP) at a Studienkolleg (study preparation)** (if applicable)
4. If you have studied at an university before: **Proof of obtained university degrees, including transcript of records** (e.g. Bachelor, Diploma)
5. **Proof of language proficiency** (e.g. DSH (Level 2), TestDaF (TDN 4) for study programs in German or one of the common English language certificates for programs in English)
6. **Certificate issued by the relevant: Akademische Prüfstelle / APS (Academic Evaluation Centre)** (Chinese, Indian, Vietnamese applicants only)

If the original certificates are in German or English, you do not have to send a translation. In all other cases, the document in the original

language as well as a translation into German or English must be submitted by a sworn translator. Please follow the [instructions for translations](#).

Note: Due to the differences in educational qualifications, it is impossible to include all the required certificates for each country in the checklist above. In individual cases or for certain countries, it may be necessary to submit other documents in addition to the application documents listed in the checklist above. Please inform yourself in advance on the website [anabin](#) about the documents required for your country. You will also find important [information for certain countries](#) or [for certain qualifications](#) (e.g. International Baccalaureat Diploma / IB) on the uni-assist website.

How do I get further advice?

✉ international.student@uni-leipzig.de

☎ Mondays 9-11am + 3-5pm | Thursdays 9-11 am

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👥 [Appointment for an extensive consultation](#) – online or face-to-face