

Master of Business Administration

*Focus Digital Customer Experience &
Service Design (DICE)*

English taught; Places of Study: Ingolstadt and Toulouse (France)

Please note, that this program is not a traditional MBA program. Information of our MBA degree program can be found here: <https://www.ku.de/en/study-offer/master-of-business-administration-mba>

Please read this information carefully to ensure that you prepare all necessary documents for your online-application package.

Requirements:

- Bachelor's degree in business administration or a field closely related. Furthermore, the degree must be equivalent to a German, academic bachelor's degree. If you are not sure, whether your previous course of studies qualifies for your chosen degree program at our university, you may have a first check at the anabin databank (www.anabin.de).
- For applicants, who obtained their **first university degree** (Bachelor's or comparable) **outside of the European Union**: a **GMAT** (Graduate Management Admission Test) with a **score of 550** points or better. If you have taken the new **GMAT Focus Edition** test, we expect a **minimum score of 515**. Alternatively, we accept a **GRE** (Graduate Record Examination Test) with a **score of 300** points or better
Please note that "outside the European Union" also refers to bachelor's degrees from the United Kingdom, as the United Kingdom is no longer a member of the European Union as of 1 February 2020.
Applicants with a first degree from Iceland, Liechtenstein or Norway, however, do not need to take the GMAT or GRE due to special bi-national agreements.

Required application documents are:

1. Complete resume (C.V.) showing all of your educational stages.
2. **GMAT / GMAT Focus Edition score report OR GRE score report** as specified above.

Please note the information below and comply to the following steps:

- 2.1 Please **do not submit** your application if you are still waiting for your test result. You can prepare the application in the portal and leave it on "in preparation".
- 2.2 You can complete and submit the online application when receiving your Test Taker Copy.
- 2.3 Indicate to GMAC/ETS that the score should be sent to the Catholic University of Eichstätt-Ingolstadt.



- 2.4 The selection committee only considers the result of the Official Score Report sent to us by GMAC / ETS. This must be received by 15 January (summer term) / 15 June (winter term) at the latest.
- 2.5 Applications sent within the application period **without** a valid Test Taker Copy for either the GMAT or the GRE score report **will be immediately excluded** from the further selection process, and subsequent submission will no longer be possible.

3. Documents regarding your secondary school education

- 3.1 Original or certified true copy of your **secondary school leaving certificate** (digital copies upon application, certified true paper copies upon enrolment) as well as
- 3.2 original or certified true copy of German, English, or French translation of the named certificates (digital copies upon application, certified true paper copies upon enrolment)
- 3.3 Your school-leaving certificate should show all individual grades as well as the overall grade achieved.
- 3.4 In order to convert the final grade on your certificate into a German equivalent grade, we need the official grading scale of your school. This scale must show both the highest achievable grade (e.g. 100%; A+; 10 etc.) and the lowest passing -grade.
- 3.5 Where applicable: university entrance examination certificate from your home country (original and translation; see above); (digital copies upon application, certified true paper copies upon enrolment)

4. Documents regarding your bachelor degree

- 4.1 Original or certified true copy of your university leaving certificate (bachelor degree certificate or equivalent); (digital copies upon application, certified true paper copies upon enrolment)
- 4.2 German, English, or French translation of the named certificates (digital copies upon application, certified true paper copies upon enrolment)
- 4.3 Full transcript of your bachelor studies (all semesters/terms); the transcript needs to show the grades of all modules as well as the overall grade achieved. (digital copies upon application, certified true paper copies upon enrolment)
- 4.4 In order to convert the final grade on your certificate into a German equivalent grade, we need the official grading scale of your university program. This scale must show both the highest achievable grade (e.g. 100%; A+; 10 etc.) and the lowest passing grade.



5. Proof of English Skills (e.g. by TOEFL score of 78 or better, Goethe exam B 2; bachelor or master degree taught in English - confirmation of university required- etc.)
6. Proof of German skills on level A 2 or better (no German skills are required upon application; however, level A2 must be achieved by the end of the second term of the program at the latest; registration is under caution until then)
7. Proof of French skills on level A 2 or better (no French skills are required upon application; however, level A2 must be achieved by the end of the second term of the program at the latest; registration is under caution until then)
- 8.
9. Proof of further foreign language skills (if applicable)
10. Proof of study or work abroad experience other than those gained in your home country (if applicable)
11. Proof of program-related work experience or internships (if applicable)
12. Proof of voluntary work (if applicable)
13. Applicants who have completed previous periods of study in China, India, Mongolia or Vietnam: APS certificate (applicants from India are – as of now – allowed to provide the APS certificate upon enrollment)

Deadlines for application for the summer and winter semester as well as the link to the application portal can be found here:

<https://www.ku.de/en/study-at-the-ku/information-for-foreign-nationals/student-office/application-and-enrollment/information-for-foreign-nationals>

We are looking forward to your application. For further information regarding the admission requirements, please send an email to Mr. David Guevara under welcome@ku.de.