

## *Master of Business Administration*

### *Focus: Entrepreneurship and Innovation*

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](http://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. 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)
6. 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.)
7. 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)
8. Proof of further foreign language skills (if applicable)
9. Proof of study or work abroad experience other than those gained in your home country (if applicable)
10. Proof of program-related work experience or internships (if applicable)
11. Proof of voluntary work (if applicable)

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](mailto:welcome@ku.de).