

Master of Business Administration
Focus: Entrepreneurship and Innovation or
Business Analytics and Operations Research

Please note, that these programs are not a traditional MBA program. You can find information about our MBA program at the following link: <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).
- The GMAT/GRE is no longer required for these specializations.

Admission

All complete applications will be reviewed and may undergo an aptitude assessment process. All applicants who complete the process with an aptitude score (German equivalent grade) of 2.0 or better will be granted admission. Please note that the aptitude score might differ from your bachelor degree grade.

Required application documents are:

1. Complete resume (C.V.) showing all of your educational stages.
2. **Documents regarding your secondary school education**
 - 2.1 Original or certified true copy of your **secondary school (high school or similar) leaving certificate** (digital copies upon application, certified true paper copies upon enrolment)
 - 2.1.1 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)
 - 2.2 Your school-leaving certificate should show all individual grades as well as the overall grade achieved.
 - 2.2.1 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.
 - 2.3 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)

3. Documents regarding your bachelor degree

- 3.1 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)
 - 3.1.1 German, English, or French translation of the named certificates (digital copies upon application, certified true paper copies upon enrolment)
- 3.2 Full transcript of your bachelor studies (all semesters/terms)
 - 3.2.1 The transcript must show the grades of all modules as well as the overall grade achieved for the degree program. (digital copies upon application, certified true paper copies upon enrolment); If your average grade is not shown on your transcript, please attach an official document from your university stating your average grade to your application documents.
- 3.3 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 for your study degree program.

Please note: Applications that do not include this information will be excluded, as we cannot calculate the German equivalent grade of your bachelor's degree without it.

Further Documents:

- 4. Proof of English Skills (e.g. by TOEFL score of 78 or better, IELTS exam 5.5 or better; bachelor or master degree taught in English - confirmation of university required- etc.)
- 5. 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)
- 6. Proof of program-related work experience or internships (if applicable)
- 7. Proof of study or work abroad experience other than those gained in your home country (if applicable)
- 8. Applicants who have completed previous periods of study in China, India, Mongolia or Vietnam: APS certificate

Deadlines for application for the summer and winter semester can be found here:

<https://www.ku.de/en/study-offer/business-administration-entre-msc>

<https://www.ku.de/en/study-offer/business-administration-baor-msc>

The link to our 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 welcome@ku.de.