



APPLICATION

Requirements

- ✓ officially registered students at one of our partner universities,
- ✓ in good academic standing,
- ✓ officially nominated by the home university,
- ✓ For non-native speakers a proof of English proficiency is required:

	Undergraduate level	Graduate level	Master Dual Degree
TOEFL	80 iBT	90 iBT	95 iBT
IELTS	6.0	7.0	7.0
TOEIC	785	945	965
ESOL	FCE grade A or B	CAE grade A, B, C	CAE grade A CPE BEC 3, Higher (Business English Certificate)
TELC	B2	C1	C1

Application Process

To apply for the EBS Business Term the following three steps are required:

1. The exchange coordinator of the home university nominates exchange students through an online nomination system.
2. Nominated exchange students receive an email from EBS International Programmes Office with details on the online application procedure. Please note that it may take 7 workdays for EBS to process the nominations and mail out the login details to your students.
3. Students upload the following supporting documents into the application system:
 - ✓ Current CV or resume
 - ✓ A copy of all university degrees/grade transcripts
 - ✓ Proof of health insurance or copy of European Health Insurance Card valid for the entire stay at EBS Universität
 - ✓ Document "Declaration of Accession" to the EBS student body and "Declaration of Consent to Publishing Photos" (will be available in download section of the application system)
 - ✓ Copy of ID document
 - ✓ For non-native speakers of English: proof of English proficiency



For Bachelor Dual Degree students only:

- ✓ Certified copy of School leaving certificate / high school diploma
- ✓ Certified translation of school leaving certificate / high school diploma by a sworn translator (translation either in English or German)
- ✓ Certified copy of valid passport or identity card

For Master Dual Degree students only:

- ✓ A valid GMAT score
- ✓ A list of Master courses the student has already attended/is currently attending plus detailed course descriptions of each course