

## Studying at ISM in 10 steps

**You would like to study at ISM in Dortmund, Frankfurt/Main, Hamburg, Munich, Cologne, Stuttgart or Berlin? Here's how to do it!**

### Step 1: Am I eligible to sign up for the admission test?

The bachelor program is designed for applicants who have achieved general qualification for German university admission or qualification for admission to universities of applied sciences. We recommend an early submission so that our admissions department is able to check your eligibility to study at ISM.

### Step 2: When is the best time to sign up for it and how long is it valid?

You can apply up to one year in advance to the beginning of your study program as the successfully passed admission test is valid for one year.

### Step 3: Where can I sign up?

You can find the next two dates listed on our website [en.ism.de](http://en.ism.de). Each month, there are up to two admission tests.

### Step 4: Which documents do I need to hand in?

We need your resume, a digital passport photo, a letter of motivation, a copy of your passport, a school graduation certificate qualifying you to study at a higher education institution, internship/work references (if available) and evidence of your German language proficiency (if available). Please send your documents via e-mail as soon as possible after your registration or up to five days before the admission test at the latest.

### Step 5: What's the admission test like?

You will have to pass a scholastic aptitude test, a mathematical test as well as an English test (or evidence of your foreign language proficiency e.g. IELTS, TOEFL or Cambridge Certificate). If you can prove German skills of level B2 or higher (evidence is required), you may write a proficiency test in French or Spanish, if you wish to choose one of these as your second language. In the personal interview at the end of the day you will be asked about your motivation to study.

### Step 6: When do I get my results?

Normally 2-3 days later you will receive an answer with your test results.

### Step 7: I have passed the test successfully.

Congratulations! You are eligible to study at the ISM. You might have to attend an intensive preliminary course before the beginning of your study program. The objective is to provide all students with the same level of knowledge.

### Step 8: Which kind of preliminary courses are offered and when?

We offer preliminary courses in Mathematics, English, German and if you already have German language skills and want to study another language, French and Spanish. We will inform you about the dates when we send the study agreement to you. The courses take place immediately before the term begins.

### Step 9: The time until the term begins.

Organize your stay! Apply for a visa if you need one and look for accommodation. If you have any further questions, please do not hesitate to contact one of our student advisors on campus. They are there to help.

### Step 10: Ready. Study. GO!

You have made it up this point? Good luck and we wish you every success in your studies! 😊

Useful link:

Sign up here:

Admission Process Guide:

[en.ism.de/admission-test-registration](http://en.ism.de/admission-test-registration)

[en.ism.de/images/downloads/admission-process-guide-bachelor.pdf](http://en.ism.de/images/downloads/admission-process-guide-bachelor.pdf)