

INSTRUCTIONS FOR INBOUND EXCHANGE

STEP 1

UNIVERSITY NOMINATION OF STUDENTS

For winter semester by April 30/ for summer semester by Oct 31

STEP 2

STUDENT APPLICATION

For winter semester by May 31/ for summer semester by Nov 30

STEP 3

ACCEPTANCE

For winter semester by June 30/ for summer semester by Dec 20

Nomination of students

Nomina- tion

Partner universities nominate their students (name and date of birth) for study abroad in Bonn via email at programadmin@uni-bonn.de.

For winter semester by Oct 31/ for summer semester by Apr 30

Nominated students must have a minimum GPA of 3,5 (out of 4) and meet the minimum German language requirements (at least the A1 level). Please see factsheet/website for reference.

Application Link

Partner universities hand out the link to Exchange or Junior Year Program applicants.

Students can now apply through Mobility Online.

Student application

Re- gister to Apply

Students register on Mobilty Online. Please use one of the following links to register:

- Exchange: [German/English](#)
- Junior Year program: [German/English](#)

Submit Application

Students can now fill out and submit the online application for the Exchange or Junior Year Program at the University of Bonn.

Students can refer to our online manual on how to fill out the application.

Upload Application Documents

For an application to be processed, the following documentation must be uploaded by the student on the application portal:

1. High school diploma
2. University transcripts
3. Health certificate (please use this [form](#))
4. biometrical passport photo (requirements for biometrical photos [here](#))
5. Proof of at least A1 skills in German (at least 80 units [45 minutes each] of German language instruction, e.g. listed on your transcript, OR alternatively, Goethe Zertifikat A1- Start Deutsch
6. Curriculum Vitae (short biographical sketch)
7. Letter of motivation (describing major reasons for studying in Bonn and possible future professional plans)

If any of the above is not provided, the application cannot be processed.

Students should only apply once and be patient. Sending emails to check on the status of the application may delay the process.

Letter of Acceptance

Checking of Documents

Our office checks the applications.

This process may take up to 4 weeks from the time of application.

Students should refrain from sending emails before the 4 weeks requesting updates on the status of the application as this will slow the process.

Ensuring that the application is complete will assist us to process it faster.

Letter of Acceptance

We send out the letter of acceptance to the our partner universities.

Together with it students will also receive the student handbook containing all important information for their stay in Bonn.

Deadlines for drop out (please see our Fact Sheet)

APPLICATION CHECKLIST

FOR PARTNERS:

- Nominated student has minimum GPA (3,5 on a scale of 4)
- Nominated student meets the German language requirements
- Nominations sent to University of Bonn
- Link for application portal forwarded to all nominated students

FOR STUDENTS (PARTNERS TO CHECK)

- Application form completed and submitted online
- Biometrical passport photo uploaded
- High school Diploma uploaded
- University transcripts uploaded
- Proof of at least A1 skills in German uploaded
- Health certificate uploaded
- CV and letter of motivation uploaded
- Student is aware they must be in Bonn on Official Arrival Day by 6pm