

Step-by-Step: Application & Enrollment Guide for Microelectronic Systems (M.Sc.) at FH Westküste University of Applied Sciences

You want to study the Master's degree program Microelectronic Systems?

The application and enrollment process can be quite confusing and differs from university to university, so here is the explanation, how it works at the FH Westküste University of Applied Sciences (FH Westküste).

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1. Before you apply → Check the admission requirements

Please check whether you meet the admission requirements for our Master's program:

Bachelor's degree equivalent to a German Bachelor's degree with at least 210 ECTS

successfully completed one of the following:

1. FH Westküste courses:

- Electrical Engineering and Information Technology (B.Sc.)
- Applied Artificial Intelligence (B.Sc.)

2. HAW Hamburg courses:

- Electrical Engineering and Information Technology (B.Sc.)
- Information Engineering (B.Sc.)
- Renewable Energy Systems and Energy Management (B.Sc.)
- Computer Science for Technical Systems (B. Sc.)
- Mechatronics (B. Sc.)

3. Courses by another institution:

The course has to include at least 150 CP relating to the areas of information and communications engineering and/or electronics and/or information and electrical engineering.

Bachelor's degree with less than 210 CP

The course has to be worth at least 180 CP. It has to include at least 120 CP relating to the areas of information and communications engineering and/or electronics and/or information and electrical engineering.

Admission possible under the following condition:

Attain lacking CP within the first two semesters of study.

English language skills at least level B2

German Zeugnis der allgemeinen Hochschulreife or Fachhochschulreife, showing a grade of *ausreichend* or better in English

or

- TOEFL ITP (min. 543 points)
- TOEFL iBT (min. 72 points)
- IELTS (min. 5,5)
- CAE (min. 160 points)
- CPE (min. 160 points)
- FCE (min. 160 points)
- BEC (min. 160 points)
- Linguaskill General (min. 160 points)

or

- higher education entrance qualification attained at a school in an English-speaking country
- official admission to an a degree course in an English-speaking country
- at least one year of successful study in English
- relevant work/internship experience in an English-speaking environment or country.

Please note: This figure is intended for orientation only. Details can be found in the admission requirements (see Link section in this document). Every application is reviewed individually during the official admission process. No guarantees can be given in advance.

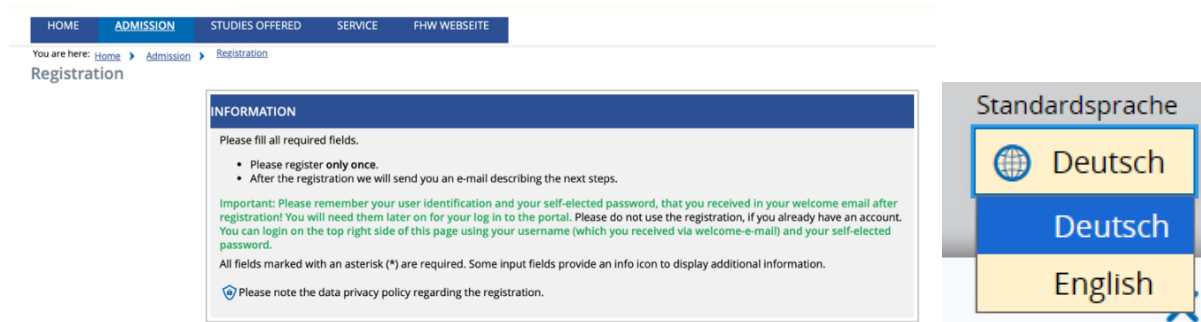
2. How do I apply? → Application process

The Master's degree program starts in winter and summer semester. The **application period** for the summer semester at FH Westküste is between November 15 and January 15. During this period you apply via our online application portal (HIS):

<https://fwk.hispro.de/qisserver/pages/cs/sys/portal/hisinoneStartPage.faces>.

(Note that the application for winter semester is via HAW Hamburg).

To apply, you have to register on our portal and submit your application online. The language can be switched English on the bottom right of the website:



Then you upload the documents and certificates. (We do not need certified documents by post.) The documents need to be translated either into German or English by an official translator (certificates issued in English do not need to be translated). We need the following **documents**:

- ☐ **passport** page showing your name and passport photo (if you have lost your documents due to flight, you will also need to include your current residence permit)
- ☐ **school leaving certificate**, that entitles you to study in your home country, including a list of subjects with grades
- ☐ certificate of any possibly passed **university entrance examination** (including list of grades), if available
- ☐ **university certificates** including the corresponding list of subjects with individual grades and, if available, the grading scale (is often mentioned on the reverse side of your transcripts of records or in the examination regulations of your previous faculty)
- ☐ **Curriculum vitae** with a complete tabular overview of your educational and professional background to date
- ☐ **certificate verifying your language skills** (English level B2 – see Box)

- for certificates from China, India and Vietnam: **APS certificate**¹

As soon as you have submitted your application online you can print a control slip in PDF-format, which you sign and hand in together with the above-mentioned documents to einschreibung@fh-westkueste.de.

3. Admission – what now? → Enrollment

Your admission will be sent to you via email and you will see your status change in the application portal. To accept the admission, you need to enroll.

The enrollment takes place with accepting the offer in the application portal, transferring the semester fee and sending some last documents to us. All the details will be in the admission letter.

➔ *Congratulations, you are now an enrolled Master's student at the FH Westküste University of Applied Sciences. For information about studying at FH Westküste, the curriculum, lecture schedules, important dates, the platforms Moodle and HIS as well as rules and regulations, we will send you information in a guide ("Step by step through your studies").*

The summer semester officially begins on March 1, but lessons usually start in the last week of March – giving you time to settle in and get prepared.

4. International students

As an international student, the application process at our university is the same, but you have to keep some additional administrative steps in mind, when coming to Heide.

Just to mention: visa, accommodation, health insurance, registering at town hall (Rathaus), opening a German bank account if needed. The International Office prepared a **Guide for International Students** with all the steps listed, which is available here: https://en.fh-westkueste.de/fileadmin/Dateien/International/Download/Guide_for_International_Students.pdf

We recommend to apply to scholarships as mentioned in the guide as early as possible (some have deadlines in the year before our application deadline) and to schedule visa appointments into the second half of February.

For questions and help please contact our International Office (see next chapter for contact details).

¹ If you are from China, India or Vietnam, you first submit your application to the **Academic Evaluation Centre (APS)** in your country, so they can check your application first and issue an APS certificate. Please apply there as soon as possible as the APS process can take several months. More information here: <https://en.fh-westkueste.de/international/incoming-students/international-applicants/>

5. Contact persons

Course coordination for Microelectronic Systems / Microelectronic Systems students office:

Under the supervision of Prof. Dr.-Ing. Henning Mextorf, who serves as the chair for this study program at FH Westküste, the Students Office is the first point of contact for students and prospective students. During your studies, they will also help you with the organization and are your contact for all problems and questions relating to your studies.

Prof. Dr.-Ing. Henning Mextorf

Irina Jabsen and Dennis Nagel

Email: fbt-stuko@fh-westkueste.de

Phone: 0049 481 8555 377 or 0049 481 8555 386

Student advisory service

Responsible for admissions and your contact persons for general questions in your studies.

Janin Lohse and Nadine Völkers

Email: beratung@fh-westkueste.de

Phone: 0049 481 8555 133 or 0049 481 8555 141

International Office

For all the questions of international students regarding application or coming to Heide, please contact the International Office.

Antje Korthals and Lotta Petersmann

Email: international@fh-westkueste.de

Phone: 0049 481 8555 171 or 0049 481 8555 173

6. Links

[Guide for international students](#)

[Admission requirements](#)

[Examination regulations](#)

[Module handbook](#)