

TECHNISCHE UNIVERSITÄT BERLIN
Faculty VI - Planning Building Environment
Urban Management Program - Sekr. HBS 5
Hardenbergstrasse 16-18, 10623 Berlin
Phone: +49 (0)30 314 21468

Urban Management Master Course 2024 Application Form

General Information & Instructions for the Application Procedure:

Please note that in accordance with the regulations, we are only able to consider applications which are fully completed and accompanied by all necessary supporting documentation.

The required documentation for the Urban Management Master Course application includes:

1. This Application Form
2. Letter of Motivation (in English), not less than one page in length, handsigned
3. Curriculum Vitae, Europass format (www.europa.eu/europass/en)
4. Copies of your university degree(s) and academic transcripts, along with official certified translations into English, including an explanation of the grading system at your previous university. If you are admitted to the Urban Management Master Course, you will be requested to present officially certified copies of your university degree(s) and academic transcripts.
5. Proof of at least two years of work experience in a field related to urban management, on your employer(s) official letterhead paper, dated and signed by your employer(s)
6. Two letters of reference, on official letterhead paper, dated and signed by the referee
7. Proof of English proficiency (TOEFL - minimum scores: internet-based: 79, paper-based: 550, computer-based: 213 or IELTS score of at least 6.0 (academic module))
8. Copy of your Passport

Advice for applicants from P.R. of China:

Each applicant for admission from the P.R. of China to any German university has to present a certificate in order to be eligible for admission. This certificate is issued by Akademische Prüfstelle des Kulturreferates der Deutschen Botschaft Peking (DRC Building D1, 1302, 19 Dongfang Donglu, Chaoyang District, 100600 Beijing, CHINA, email: info@aps.org.cn) after review of the necessary documents.

Applications can be sent per email only. When using handwriting, please use capital letters. Documentation files can be attached on the last page of this form, max. 20 MB for all attachments. Please scan your documentation to PDF and include your name in all filenames. After saving this form, changes to text and attachments are no longer possible!

If you want to apply to the DAAD EPOS scholarship as well, please refer to our application form with DAAD EPOS scholarship and consider the differing application requirements!

Send the completed application form including the documentation via e-mail to:

urbanmanagement@contact.tu-berlin.de

Application Deadline for the Urban Management master course starting October 2024:

April 30th 2024

Application for the Urban Management Master Program

I apply:

for the course starting in October 2024
(deadline: April 30th 2024)

Applicant's photo

1. Student's Personal Data

First Name(s):

Family Name(s):

Date and place of birth:

date (dd/mm/yy)

place

Nationalities:

My family would accompany me:

yes no

Mailing address:

Telephone
(incl. country code):

e-mail (correspondence):

2. Education

Institution/University:

Main subject:

Subsidiary subject(s):

Period of study:

from

to

Date of Completion:

Degree(s) awarded:

Bachelor, Master, others

Grade achieved:

GPA, if available:

3. Work Experience Related to Urban Management

Type of work experience (1):

Position:

Firm/organisation:

Working period:

from (mm/yyyy) to (mm/yyyy)

country

Type of work experience (2):

Position:

Firm/organisation:

Working period:

from (mm/yyyy) to (mm/yyyy)

country

4. Knowledge of Languages

Native language:

Language(s) of instruction (if different):

1.

2.

English language ability:

As the program is taught entirely in English, applicants are required to show proof of their English language ability:

1. An internationally recognised test of proficiency in English is required (TOEFL minimum scores: internet-based: 79, paper-based: 550, computer-based: 213 or IELTS score of at least 6.0 (academic module))
2. Applicants who are native English speakers or who have studied in an English speaking country are not required to supply proof of English language ability. If you have any doubts as to your status as a native speaker, you may be asked to supply additional documentation or undergo an interview by phone.

English proficiency test:

Name of test taken:

Date of test:

(dd/mm/yy)

Result:

German Language ability (if relevant):

Name of institution attended:

Certificate/grade/level acquired:

Total number of hours attended:

5. Finances

I shall pay my studies out of my personal funds

I shall apply / have applied for a scholarship from:

If you wish to apply for a scholarship. but your application for a scholarship is not successful, do you still wish to be considered for admission to the master program?

- Yes, I wish to be considered for the UM master course even if not awarded a scholarship.
- No, I do not wish to be considered for the UM master course if not awarded a scholarship.

6. How do you know about the UM master course?

(if via internet, please specify the web page)

I hereby apply to the Urban Management Master program at TU Berlin for the intake specified above.

place, date

signature

Attachments

Attach your supporting documentation exactly according to the requirements specified on the first page of this form! Please send all forms and documents attached to one e-mail. The attachments should not exceed 20 MB.

- Letter of Motivation
- Curriculum Vitae
- Certified copies of your university degrees
- Academic transcripts
- Certified English translations
- Explanation of grading scheme
- Proof of relevant work experience
- Two letters of reference
- Proof of English proficiency
- Level of German proficiency (if applicable)
- Copy of Passport

or date expected:

or date expected:

In case of DAAD EPOS scholarship application please refer to our DAAD application form!