

The application procedure for the Master in Biology program goes as follows:

1) Online registration and written application to the Faculty of Biology



We decide whether your Biology background is sufficient for acceptance into the Master Biology program.

The application period is open until April 30, 2017. Follow the link (<http://www.efv.verwaltung.uni-muenchen.de/masterbio>) and register on the EFV system. You will receive an email with a confirmation link. By activating this link, you will be directed to the Master Biology online-registration form.



We have a mandatory online registration form. Although you are required to upload your documents as pdf documents, you must also send the application documents by postal service (written hard copies are required by legal regulations).

You need:

1. a cover letter, explaining which program you are applying for (one-year or two-year). If you have not completed a bachelor's thesis, please explain in the cover letter what equivalent should be considered,
2. a *curriculum vitae*, indicating your name, nationality, academic background and work experience, etc.,
3. a copy of your degree certificate(s) and current or final transcript,
4. an essay of up to 500 words reflecting your motivation (650 words for one-year program). The essay should reflect your interest in and qualifications for the program. Please note that the essay should elaborate on why you would like to study at the Faculty of Biology and at the LMU, and any interests in particular research areas.



The copies for the Faculty of Biology **do not** have to be certified copies, since the International Office checks the authenticity of these documents (see below). However, please provide translations of your entry qualification degree certificate and of transcripts if they are in languages other than German or English.

Send hard copies of your application to the Faculty of Biology:

Master Studies Coordinator
Dr. Jennifer Flechsler
Biozentrum der LMU
Grosshaderner Str. 2-4
82152 Planegg-Martinsried
Germany

The deadline for the Faculty of Biology application is April 30, 2017 (postmark is decisive for eligibility).

<http://www.master.bio.lmu.de/admissions/index.html>

If you did not receive your bachelor's degree in Germany AND you are not a German citizen, you are required to send in a second, separate application to the LMU Office of International Affairs (International Office). It has its own application form and special requirements - please read carefully!

2) Application to the LMU International Office (IO)



This office takes care of all the international applications for the entire LMU - and checks the authenticity of the documents and whether your respective degrees are sufficient for acceptance to the LMU in general.

You need "General Admission requirements":

1. a complete IO application form (to be found via http://www.en.uni-muenchen.de/students/degree/admission_info/index.html) (only fill out relevant information)
2. officially certified copies of all university documents and diplomas in the language of your home country (may consist of several parts) and an officially certified translation of your university entry qualification (diplomas in Catalan, Danish, Dutch, English, French, Icelandic, Italian, Norwegian, Portuguese, Romanian, Spanish, Swedish or Latin do not need to be translated). Applicants with Chinese degrees are required to have an APS certificate.
3. proof of German language proficiency (you can disregard this; you do not need proof of German or English language proficiency for admission to the Master Biology program)
4. enrollment and study documentation from all German universities attended to date, if applicable,
5. a complete *curriculum vitae* up to the date of application,
6. if applicable, a marriage certificate or certification of name change,
7. notification of admission to the Master Biology program. This notification of admission may be presented at the time of enrollment if it has not been received by the application date July 15. This is the case for Master Biology applicants, as the application is much earlier than the July 15 deadline. We have arranged with the IO that you simply state that your admission is pending.



Important! The IO will not accept incomplete applications nor applications missing **certified copies** of documents! Only hard-copy documents can be accepted! Send your IO application to:

Referat III.3 International Affairs, Admissions
Geschwister-Scholl-Platz
80539 Munich
Germany

The deadline for the IO application is **July 15**, but we recommend that you send it **at the same time as your Biology application** to avoid delays!

International students need notifications of admission both from the Faculty of Biology and from the International Office to enroll. You will receive notifications of admission (or rejection) from both the IO and from the Faculty of Biology.



In the case of international applicants for entrance in higher semesters, the same procedure is required. However, the requirement for a notification of admission from the Faculty of Biology will not be waived by the International Office; please request a conditional notification of admission from the master's studies coordination <mailto:master@bio.lmu.de>

Master Biology: <http://www.master.bio.lmu.de>

LMU International Office:

http://www.en.uni-muenchen.de/students/degree/admission_info/index.html