The Enrollment Process

How – When – What

has to be considered?

Name (en)	State	Number	Slotname	Degree course
Maschinenbau BSc (1. FS)	Application for enrollment started	7,430,399	Subject	Mechanical engineering, First semester
Mathematik BSc (1. FS)	Admission granted	7,430,430	Subject	Mathematics, First semester

7430430 Iris Kihr — Mathematik BSc (1. FS) — Admission granted

✏ Open application   ≫ **Request enrollment**   ≫ **Reject place**   📄 Control view

Application state

Admission granted

A Letter of Admission has been deposited for you in the "Documents" section. Please note the deadlines mentioned therein and apply for enrollment by clicking on "Request enrollment" at the top of this site. In addition, the semester fee must be paid in due time according to the letter of Admission as admission ments with a status ≠ OK listed in the box "Mandatory docume ted by the end of the enrollment deadline.

Application state detail

Mandatory for admission

Request enrollment

I herewith request enrollment

Accept

Details of studyin

Start of application period	05/15/
End of application period	07/15/

formation for th

Applicant detail

HZB

Occupations

○ Language skills

Status changes to „Application for enrollment started"

KIT

7430430 Iris Kihr — Mathematik BSc (1. FS) — Application for enrollment started

| Health insurance information |
| Documents for enrollment > |
| Complete application for enrollment > |

< Previous > Next ✓ Save 🚫 End

Health insurance

Mandatory fields *

Insurance status *   exempt ▼

Health insurance   - ▼

Health insurance number   [   ]

Please chose **always** „excempt", no matter if

- you are indeed exempt,
- just have signed a contract with a public insurance company
-    or already have had a public insurance for a longer period.

The status will be updated anyway once when your enrollment is finalized in another system.

Health insurance information ▸

Documents for enrollment

Complete application for enrollment ▸

❮ Previous ❯ Next ✔ Save 🚫 End

Electronic submission of documents for enrollment

You can submit your documents electronically here. Please note that you can submit your enrollment application only after you have uploaded all required documents for admission. Please refer to the adjacent list for further details:

Enrollment documents

De-registration Certificate (pdf)
Required attachment for enrollment

➕ New document

The de-registration certificate is only needed, if you have been registered at any German university for studies prior to your application at KIT.

If you applied for Master studies and finished your Bachelor studies in another country, you can upload your Bachelor degree instead of the de-registration certificate.

Health insurance information	>
Documents for enrollment	
Complete application for enrollment	>

< Previous > Next ✓ Save ⊘ End

➕ New document

Proof of German language skills (pdf)

Required attachment for enrollment

⇦ You may be asked to upload proof of German or English proficiency, if the finally required language certificate was not already been up-loaded with the other application documents.

If the required language certificate was submitted with your application, this section should not be part of the listed documents needed for your enrollment.

KIT

Document deleted

Remark

+ New document

Proof of Study Orientation (pdf)
Required attachment for enrollment

For enrollment, you must submit proof of participation in a study ori
www.borakel.de, www.explorix.de).

Mandatory fields *

File   7430399_Studyorientation_2024-08-07-18-48-41.pdf   Download   Delete

Remark

+ New document

M10 Exemption from compulsory health insurance (pdf)
Required attachment for enrollment

◀ This is just a reminder. Nothing has to be uploaded here

Please also immediately request "Meldegrund 10" for enrollment fo
health insurance company. Thus we will receive an electronic pro
insurance company. In case of a private health insurance please co
compulsory insurance. The notification will be transmitted directly t
portal ist not required. Any statutory health insurance company can

IStO: Filled form for the enrollment and payment proof (pdf)
Required attachment for enrollment

International applicants enroll with the International Students Office
before lectures start.

A personal appointment is not necessary. Enrollment can only be c

Please upload here the "Antrag auf Einschreibung" and a proof

Further information here: https://www.intl.kit.edu/istudies/12708.ph

+ New document

IStO: Filled form for the enrollment and payment proof (pdf)

Required attachment for enrollment

Mandatory fields *

File 7430399_Appointment_2024-08-08-11-00-03.pdf [Download] [Delete]

Remark

+ New document

Additional documents:

- Payment receipt (reference number is crucial → without any additional remarks such as your name!)
  → make sure that no bank fees are deducted from the amout that has to be paid

For Bachelor enrollments for winter terms:
- *Official IB Diploma, if you finished school this year and applied directly for Bachelor studies with a provisional certificate*
- *YKS placement, if you finished school this year and applied directly for Bachelor studies with a provisional certificate*

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My Enrollment

Information to admission relevant next steps

On this page you will find a list of the tasks that you have to perform during your enrollment. Please note the end of the matriculation deadline.

Enrollment deadline   10/11/2024

Fees

Amount payable (€)
Payment (€)

❌ A valid SEPA Direct Debit Mandate has not yet been deposited.

For your successful matriculation it is necessary that the fees are paid on time. You have two options for this:

- You transfer the fees listed above to the account listed in the fee notice, including the intended use, or
- You fill out a SEPA Direct Debit Mandate, which enables us to debit the required amount from your account.

Please note that SEPA mandates only work with bank accounts within the EU, EEA, Switzerland and Monaco. If you have your bank account in another country, please transfer the amount without creating a SEPA mandate.

7430399 Iris Kihr — Maschinenbau BSc (1. FS) — Application for enrollment started

Health insurance information →

Documents for enrollment →

Complete application for enrollment

> **Submit application**   🚫 **End**

⚠️ Your enrollment application is now complete. Please submit it via the "Submit application" button at the top of this page. We will take care of the enrollment as soon as possible.

Overview of documents relevant for admission

The following documents must be submitted with your enrollment application.

Mandatory for enrollment

- Documents for enrollment - Proof of German language skills (pdf)
- Documents for enrollment - Proof of Study Orientation (pdf)
- Documents for enrollment - M10 Exemption from compulsory health insurance (pdf)
- Documents for enrollment - IStO: Filled form for the enrollment and payment proof (pdf)

KIT 📚 SS 26 ▼   🔍 ▼   Applicatio

◄ | AM ▼ ⟩ Applications ▼ ⟩ Applications ⟩ Application overview

— Computer Science MSc (1.FS) — Enrollment application submitted

Application overview

» Applicant detail →

🌐 To applicant   🌐 To application procedure   ❯ Next   ❮ To the previous application
🔄 Synchronize application   📄 Copy application   📄 Campus Reports   📄 Generate di

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Please note:

Only **after** you finished the process by **clicking on „submit application"** the status changes from „application for enrollment started" to „enrollment application submitted" → Only then, **we can finalize your enrollment.**

This last step of your application for enrollment can be completed only, if all required documents have been uploaded.

As long as your application status remains „application for enrollment started", your file will not be checked by us because we require the status „enrollment application submitted".

Video-Tutorial (German): https://www.intl.kit.edu/istudent/12708.php

Deadlines : When should I do my enrollment?

By when should I be registered the latest?

You can start your enrollment straight after you have received your admission
In general, your application for enrollment should be submitted by end of March.
Officially, we start our enrollment process only in April.

In well-founded cases, late registrations are usually possible until April 27 (Master studies)
April 20 (Bachelor / higher semester)

⚠️ It is generally not possible to enroll late, because the required language certificate is still missing when lectures start. Language certificates have to be available latest by April 20.

⚠️ Please only enroll if it is expectable that your visa will be available in time and you will indeed be able to start your studies. As long as you do not have an appointment at the embassy for your visa, enrollment makes no sense.

⚠️ It is recommended to pay the fees one or two weeks prior to your enrollment. Do not pay when it is not at all sure that you can stat your studies this semester. Please pay for one semester only - payments for one year cannot be accepted!

Do You Have Questions?