

## CDSE Application Requirements

| Qualification                            | Required | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|------------------------------------------|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Degree                                   | Yes      | <ul style="list-style-type: none"> <li>In general a Master's degree is required.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Work Experience                          | No       | <ul style="list-style-type: none"> <li>There is no work experience required.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| GRE                                      | Yes      | <ul style="list-style-type: none"> <li>All applicants must enter and upload test scores for the GRE (Graduate Record Examination) on the online application.</li> <li>We do not require or accept GRE subject tests.</li> <li>The GRE may not be substituted with the GMAT.</li> <li>The GRE scores should not be older than two years.</li> <li>Ask the Educational Testing Service (ETS) to report your test scores using the following ETS code: 0933.</li> <li>Please note: We do not accept the <i>GRE General Test at home</i>.</li> </ul> |
| Educational History                      | Yes      | <ul style="list-style-type: none"> <li>Complete educational history, starting with final degree of high school.</li> <li>List of schools/universities attended, including grade point average (GPA), majors, degree(s) received, date of degree conferral.</li> <li>List of academic honors, if applicable.</li> </ul>                                                                                                                                                                                                                           |
| Minimum GPA                              | Yes      | <ul style="list-style-type: none"> <li>The minimum GPA should be 2.5 (German grading scale).</li> <li>If you haven't finished your degree yet, the GPA should be calculated from the grades available at the date of application.</li> </ul>                                                                                                                                                                                                                                                                                                     |
| Transcript                               | Yes      | <ul style="list-style-type: none"> <li>We need a transcript of records from your university, listing the fields of study and the grades obtained.</li> <li>The transcript must be submitted in pdf-format.</li> </ul>                                                                                                                                                                                                                                                                                                                            |
| Language Requirements other than English | No       | <ul style="list-style-type: none"> <li>If you speak foreign languages other than English, you may list them in your application.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                      |
| Activities                               | No       | <ul style="list-style-type: none"> <li>If you have participated in extracurricular activities relevant for your application, you may list them in your application.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                   |



|                               |                               |                                                                                                                                                                                                                                       |
|-------------------------------|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Employment History</b>     | Yes, except<br>for<br>college | <ul style="list-style-type: none"><li>List full- and part-time employment history.</li></ul>                                                                                                                                          |
| <b>Letter of Motivation</b>   | Yes                           | <ul style="list-style-type: none"><li>Should not exceed 500 words.</li><li>Must be in English.</li></ul>                                                                                                                              |
| <b>Recommendations</b>        | Yes                           | <ul style="list-style-type: none"><li>Two Recommendations from professors or lecturers at a university are required.</li></ul>                                                                                                        |
| <b>Writing Sample</b>         | No<br>(optional)              | <ul style="list-style-type: none"><li>You may submit an academic writing sample (e.g. scientific essay/article, chapter of thesis) in German or English.</li></ul>                                                                    |
| <b>Interviews</b>             |                               | <ul style="list-style-type: none"><li>The decision for admission is based in principle on the delivered material. In some cases there may be personal or phone interviews.</li></ul>                                                  |
| <b>Supplemental Materials</b> | No                            | <ul style="list-style-type: none"><li>Do not send supplemental application materials to our office, they will not be matched to your application</li></ul>                                                                            |
| <b>Additional Information</b> | No                            | <ul style="list-style-type: none"><li>Additional documents/qualifications (if any) can be added in the Special Achievements and Qualification section.</li><li>Limit submissions to materials relevant to your application.</li></ul> |
| <b>Apply Online</b>           | Yes                           | <ul style="list-style-type: none"><li>You must submit your application and supplemental materials (if any) online.</li></ul>                                                                                                          |