



The "silly" question is the first intimation of some totally new development.

Alfred North Whitehead

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B. A. European Cultures and Society

🔊 Listen

ATTENTION!!!
THE FALL SEMESTER 2019/20 APPLICATION PERIOD FOR ALL STUDENTS
(from EU-member states only) **OPENS ON May 15th, 2019. Application**
deadline: July 15, 2019.

[The number of available places is limited.](#)

In the menu below, you will find detailed information about the applying to the Bachelor's degree program in European Cultures and Society.

Please note the NEW application dates for international students (from non-EU member states)!!!

Successful completion of the B.A program "European Culture and Society" is a prerequisite to the application to the Master's degree program.

Application dates

The following application periods apply:

1. For German applicants and applicants of EU member states:

a) Fall Semester

(Studies beginning on semester 1, 3 or 5)

Application period opens on: **May 15**

Application deadline for recent high school graduates: **July 15**

b) Spring Semester

(Studies beginning on semester 2, 4 or 6)

Application period opens on: **December 1**

Application deadline: **January 31**

2. For citizens of non-EU member states*:

a) Fall Semester

(Studies beginning on semester 1, 3 or 5)

Application period opens on: **December 1**

Application deadline: **January 31**

b) Spring Semester

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(Studies beginning on semester 2, 4 or 6)

Application period opens on: **May 15**

Application deadline: **July 15**

*** Admission notifications for Fall Semester will be sent in February and for the Spring Semester in August.**

Note: The B.A. European Culture and Society was offered for the **first time** in the **Winter Semester 2016/2017**.

For this reason the applications for higher semesters will be limited to the following possibilities:

In Spring Semester 2019	only for the 2nd and 4th semesters
Starting in Fall Semester 2019/2020	only for the 1st and 3rd and 5th semesters
Starting in Spring Semester 2020	only for the 2nd and 4th and 6th semesters

Application Requirements

The main application requirement for the Bachelor's degree program "European Culture and Society" is a general high school degree or a subject-bound high school degree in economics.

In Schleswig-Holstein, a high school degree certifying readiness for a technical college does not entitle a person to study at a university.

Information about **career** qualifications that entitle a person to study at a university can be found [here](#).

Additionally, every applicant must provide proof of sufficient knowledge of the **English** language.

The following are valid forms of proof (documents must have been issued within the past **two years**):

- a) An average grade of at least 10 points in the subject English during the German gymnasialen Oberstufe, with English being continued without cease until the high-school diploma (average value of the last four semesters)
- b) A school-leaving qualification from an English-speaking school qualifying for university entrance
- c) The following minimum score or grade in a recognized language test:
 1. FCE (First Certificate in English): Grade B
 2. CAE (Certificate in Advanced English): Grade C (pass)
 3. CPE (Certificate of Proficiency in English): Grade C (pass)
 4. IELTS (International English Language Testing System): Band Score 6,5
 5. TOEFL (Test of English as a Foreign Language):
 - a. Internet-Based Testing: min. 90 points (about max. 120)
 - b. Paper-Based Testing: min. 577 points (about max. 677)
 - c. Computer-Based Testing: min. 233 points (about max. 300).

More concrete information regarding the language requirements, and acceptable proof thereof, can be found under the Europa Universität Flensburg [Studienqualifikationssatzung](#).

Applicants who are unable to submit the required language proficiency certificate by the application deadline may still apply. In this case, the applicant may be admitted on the condition that she or he provides the certificate by July 15.

If the language proficiency certificate is not received by the aforementioned date, the student **will be irrevocably ex-matriculated** by the end of the day on July 15.

Applicants whose certificate is not listed above must contact the [coordinator](#) of the study program to obtain the appropriate recognition.

Higher Semesters

Application Process and Requirements

A prerequisite for the application to a higher semester is the presentation of previously completed and creditable examination results from a former study program and the receiving institution's approval, or rather that of the Audit Committee, for the classification into a higher semester.

Every application to a higher semester must include the certification of approval from the Audit Committee stating that the applicant is qualified for the application to the desired higher semester.

Naturally, the other application requirements that are also applied to first semester applications apply, without exception, to higher semester applications as well.

Where can I get the recognition / classification into a higher semester?

Please contact the responsible advisors of the chosen degree program with any request to be classified into a higher semester. An overview of all contact people can be found [here](#).

Any **admission restrictions** also apply to applications to a higher semester, as they would with any application in general. In order to estimate the chances of admission into the chosen field of study, it is possible to review the list of open study spots, in all subject areas and semesters, at the beginning of the official application period.

[Overview of Open Study Spots \(PDF\)](#)

Application Procedure

To participate in the selection process, prospective students must first complete the online application procedure. A parallel application to the Foundation for Higher Education Admission (DoSV) is **not** required.

The specified **application documents**, outlined in the [application information leaflet](#) (which the applicant, after printing the **application form** at the end of the online application procedure will be explicitly reminded of again), must be received by the admissions office of the Europa Universität Flensburg, in the specified format, together with the **application form**, by the application deadline. Only the date of receipt, not the date of the postmark, will be taken into consideration. Documents arriving after the end of the application period will not be reviewed.

Please note that only completely filled out application documents can be used during the selection process. A filing of documents **after the deadline** is not possible, because immediately after the end of the application period the selection process begins.

Please note, that all documents must be sent by post (hard copies), **not by E-Mail**.

Completed Services

So called services (military service, community service, FSJ, Bundesfreiwilligendienst, etc.) no longer result in an increased waiting period, but can still be important if, during the selection process, there is an issue of equal ranking. If, during the application procedure, the applicant specifies that he or she has completed a service, then a copy of the document proving this must be included in the application documents. Acceptable documentation of proof can include either an official certificate of service completed, or, if the service has not been completed at the time of application, a recent confirmation from the given establishment that the service is being completed for, specifying the start date, projected end date and a description of the type of service being performed (FSJ, Bundesfreiwilligendienst, etc.).

Only when applying through the "preferred choice" method (see tab above) must the proof of service be notarized.

Selection Process

The study program is currently subject to restricted admission (planned: 40 study places).

Only the correctly formatted and completed applications received shall be part of the selection process. The legal basis for the selection of applicants are the Hochschulzulassungsgesetz and the Hochschulzulassungsverordnung (Higher

Education Admission Regulation) of Schleswig Holstein.

Stages of the selection process:

The study program European Cultures and Society is especially oriented to international students (approved by the Minister of Social Affairs, Health, Youth, Family and Senior Citizens of Schleswig Holstein – VII 515 – from 20.07.2017).

The available study places will therefore be distributed in the following manner:

- a) 40% to international applicants of non-EU member states and
- b) 60% to German applicants as well as to international applicants, who are to be treated equally to German applicants, according to § 22 of the Higher Education Admission Regulation of Schleswig Holstein (ex. International applicants from EU member states).

The selection procedure will take place according to the following criteria:

Only complete applications that are received in due time can take part in the selection procedure.

Stages of the selection process:

First, so called preliminary **quotas** are formed:

- » **Hardship cases (2%),**
- » **Top athletes (2%)**
- » **Second university degree (3%),**
- » **Qualified professionals (applicants without Abitur) (5%)**

Applicants belonging to these groups will receive pre-admission.

From then on, the remaining available places will be distributed in the following way:

- » **20% exclusively based on performance (Abitur or high school average grade), then**
- » **20% exclusively based on waiting period (waiting semesters), and then**
- » **60% based on the institutional selection process of the university.**

The **institutional selection process of the university** focusses exclusively on the high school average grade (Abiturnote).

Hardship Cases

In exceptional cases, special situations can lead applicants to receive study spots in otherwise **restricted degree programs** as part of the so-called hardship quota.

In order for this to happen, there must be proof of serious health problems, social problems or familial reasons that, under the application of the strictest standards, it cannot be expected of the applicant to wait even one semester for the approval of his or her application. In other words, an especially, *extraordinary situation* must be presented.

Applications through hardship therefore, rarely occur.

If an applicant thinks that he or she can prove an extraordinary situation, that justifies the immediate approval of an application, then he or she must make a Hardship Application, in addition to the normal application documents, and specify the intention of applying as a hardship case in the online application as well.

In the following links are some informative examples on the reasons that can lead to the consideration of a hardship case, and also reasons that cannot, as well as the downloadable Hardship Application form.

[Examples of Hardship Cases \(PDF\)](#) - in german language only

[Hardship Application form \(PDF\)](#) - in german language only

Compensation of Disadvantages

When certain requirements are met, an applicant can submit an application for compensation of disadvantages. If such a request is approved, the GPA or the waiting period of the applicant will be corrected in their favor. Therefore, there are two different cases that can be presented

- an application to improve the GPA and
- an application to improve the waiting period.

Such applications can be made if the applicant was prevented, by special circumstances, from achieving a better High School GPA or from completing their high school degree sooner.

At the end of this page there is a link where the applicant will find further information to the conditions under which an application for compensation of disadvantage can be made and considered. An application for the improvement of the High School GPA must always be accompanied by a detailed school report. Further information to this report can also be found through the link at the end of this page.

Since such a report is very extensive and time consuming, the applicant should plan accordingly so the report can be handed in within the application period. The application for compensation of disadvantages must be submitted with the other application documents and must contain the required evidence.

In the link below the applicant will find general information to the compensation of disadvantages, as well as the downloadable application.

[Information to the Compensation of Disadvantages \(PDF\)](#) - in german language only

Second Degree

Who applies for a second degree?

Only those, who at the time of the application have already attained a Bachelor degree, a German Diplom, or have successfully completed a Magister or State Exams course at a **German** university, **must** apply for a **second degree**, and only if the selected study program has **restricted admissions**.

EXCEPTIONS: Graduates of a **Bachelor degree program**, that are applying to a **Master's degree program** for the first time, do **not** qualify as applicants to a second degree.

In the case of a second degree application to an admissions restricted program, the selection process does not consider High School GPA (Abiturnote) and the waiting period, but

- the overall grade achieved after the completion of studies and
- the argumentation for the selection of a second degree

From these two figures a **comparative standard** will be formed, and, if the admissions capacity is higher than allowed, i.e. more students have applied than there are open study spots, the comparative standard will be used to decide the selection process.

From the available study spots, within the chosen study program, only 3% will be given to second degree applicants.

The Application Process

Applicants for a second degree can apply, like any other applicant, through the online application process. The online application will ask if the selected degree is a second degree, which, from second degree applicants, must be answered with "yes." The online application will then refer to the Application for Admission to a Second Degree, which must be completed and submitted with the other required application documents. This application can either be downloaded through the available link at the end of this page or the corresponding link in the online application. Please note again that this application is only to be used if the application is to a degree program with **restricted admissions**.

[Application for Admission to a Second Degree \(PDF\)](#) - in german language only

Preferential Admission

If the applicant

- a) at the beginning or
- b) during

a so-called service (FSJ, FÖJ, Bundesfreiwilligendienst, etc.) receives an admission, but cannot accept their offered study spot, because the performance of this service must be completed, the option of applying again, after completion of service, through preferential admission presents itself.

Applying for preferential admission requires that the re-application is to the same degree program, with the same subjects, and that this degree program is offered as part of the re-application process.

For example, preferential admission is not possible for a B.A. in Education in the subject areas of mathematics and German, if the original admission was for mathematics and technology.

Application Process

A re-application is just like a normal application, the applicant simply has to fill out the online application form again and when asked if the application is through preferential admission answer "yes."

In addition to the required admissions documents, applicants for preferential admission must submit a copy of last year's admission notice and a statement of completed service with the exact start and end dates.

Caution: The contract on the community service to be rendered that is signed months in advance of the actual begin of service, is **not** considered as proof that the service has actually been completed. It is always the job of the applicant to attain the statement of completed service, not that of the institution that the service is being provided for.

If the conditions for a preferred admission are met, and all the required application documents submitted, then the admission of the applicant will precede that of all other applicants.

Foreign Applicants

Foreign applicants must also apply through the online application process to obtain a study spot at the University. An application through Uni-Assist is not possible.

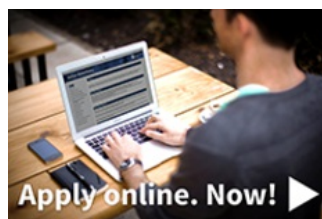
Foreign applicants are defined as applicants that have not acquired the German University Entrance Qualification (Abitur or German equivalent) at either a domestic German school or a German school abroad.

For the application, foreign applicants must provide notarized copies of their high school graduation certificate (or equivalent high school completion certificate), along with notarized copies of a translation into either German or English, and a simple copy of their proof of sufficient English language skills (see item "Application Requirements").

Foreign applicants should submit their application documents as early as possible. **We even recommend that foreign applicants submit their high school graduation certificate and a translated copy of this certificate to the EUF Admissions Office before the application period opens**, to allow enough time for the verification process. If the **Admissions Office** is unable to verify the documents, they must be sent to the "Zentralstelle" in Bonn. The review process at the "Zentralstelle" can take several months. In order for an applicant to partake in the selection process, the results of the verification process must be **available** before the application deadline.

Online Application

In order to participate in the selection process for **any** of the degree programs offered by the Europa Universität Flensburg, every applicant must complete the [online application process](#). This applies to both open admissions and restricted admissions degree programs, as well as applications to a higher semester or second degree applications.



The online application process replaces completing extensive paper applications, because all required data can simply be entered online, through any device with an internet connection. The applicant will only require a printer at the end of the process in order to print the application form. Alternatively, the completed application form can also be saved on any medium as a PDF so it can be printed at a later time. It is highly recommended to **save the PDF file, before printing** to avoid any loss of information!

The completing of the online application form is just the first step in the application process. On the 'to-be-printed' online application form, the applicant will find a link to the [application information leaflet](#), which reiterates what other required documents should be **submitted together with the printed online application form** to the Admissions Office by the application deadline.

Along with the application form the applicant will receive more information about

the next steps in the procedure. Of utmost importance is the login information for the online application portal, access to which will allow the applicant to review the status of their application. In the online application portal, the applicant can see if their application has been received and whether it is complete or missing documents. Please note that any missing documents must be submitted, before the application deadline. It is therefore advisable that applicants submit any missing documents as quickly as possible.

Admissions decisions are not published on the online portal. Both acceptance letters and rejection letters alike will be mailed (E-Mail) to the address provided during the online application process. A change of the E-Mailaddress during the selection process is therefore, not possible, so please enter an address that will be available until the end of the application process.

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