



Application for a second degree for admission-restricted Bachelor's degree programmes first semester

Who is a second degree applicant?

Applicants who have already completed a degree at a German university or will complete it by 27.07. can only be admitted within the framework of the corresponding special quota. If you have not yet received your first degree certificate by 27.07., you are not a second degree applicant. You may only be admitted under the general quota, not the special quota. If the number of second degree applicants is higher than the places available in this quota, admission is based on a measured number. This is calculated from the overall result of the first degree course and the reasons for the second degree course (academic, professional or other reasons).

Application and supporting documents

In addition to the application for admission to Bachelor's degree programmes with restricted admission for first-semester students and the required documents, the following additional documents must be submitted:

- Graduation certificate from your first degree programme (all pages); the average grade with which you completed your first degree programme must be documented in the graduation certificate or in a special certificate from the office responsible for issuing the graduation certificate. Otherwise, the worst grade must be used as a basis.
- Informal, detailed, written justification for your second degree programme with information about your previous education and professional activity as well as your intended career goal. The justification should include all aspects that are relevant to your second degree programme.

Selection

The selection of second degree applicants is based on the criteria "Examination result of the first degree course" and "Reasons for the second degree course". Points are awarded for both criteria. The points are added together to form a score. The measurement number is decisive for your placement on the ranking list of second degree applicants. Applicants with a higher score take precedence over applicants with a lower score. This means that there is a clear ranking among second degree applicants who have applied for the same degree programme. The second degree applicants are selected in this order until the quota is exhausted.

Legal basis

§11 Selection for a second degree course HZV (Verordnung über die Hochschulzulassung an den staatlichen Hochschulen Bayern)

§11 Para. 2 Sentence 2: The details of the determination of the measurement number can be found in Annex 1.

There is no accumulation of several reasons; the most favorable case group is taken as a basis in each case.