



Dean's Office
Medical Faculty



ENROLMENT AT THE LMU

International students with a non-German qualifying degree

Accepted PhD candidates who have a qualifying degree from outside of Germany, need to enrol at the **International Office**. This is a two-step process:

Step 1:

In this first step, you need to send the listed documents to the International Office for their eligibility check. Once the International Office has completed this check, they will send you an admissions letter ("Zulassungsbescheid") from the university.

- application form
http://www.en.uni-muenchen.de/students/degree/full-time_studies/application-onlineversion.pdf
- certified copies of all university documents
- certified copies of your high school degree
- officially notarized translation of the above two points
- enrolment and study documentation from all German universities you may have attended
- MMRS letter of acceptance
- supervision agreement
- complete CV up to the date of your application

Step 2:

Once you have received your admissions letter, you can enrol at the university. Please read the admissions letter carefully, as you will have to bring most of your documents from the eligibility check with you. You will also need to bring:

- online registration („Online-Einschreibung“, click „Online Formular“ on the page)
www.lmu.de/international/imma
- confirmation of health insurance
- valid passport

Please note: for enrolment, the International Office will only accept **ORIGINAL** documents, no copies (certified or otherwise)

Students with a German qualifying degree

Accepted PhD candidates who have a German qualifying degree, need to enrol at the **Studentenkanzlei**. All information required for enrolment can be found under
<http://www.uni-muenchen.de/studium/administratives/promotion/index.html>

Generally speaking, you will need the following documents, but please see the website for exact information:

- online registration („Online-Einschreibung“)
- valid identification
- confirmation of health insurance
- MMRS letter of acceptance