

# Time schedule for application, enrolment and student affairs

## Student affairs

Topic	Summer semester 2024	Winter semester 2024/2025
Re-registration	15.12.2023 - 15.01.2024	15.06.2024 – 15.07.2024
Leave of absence	15.12.2023 – 15.01.2024 (in justified exceptional cases: 31.05.2024)	15.06.2024 – 15.07.2024 (in justified exceptional cases: 30.11.2024)
Exemption of the payment of mobility contribution (request)	by 15.01.2024	by 15.07.2024
Reimbursement (request)	by 01.04.2024	by 23.09.2024
Enrolment cancellation (request)	by 01.04.2024	by 23.09.2024
Removal from the register of students / de-registration		
a) on students request	possible at any time (at the earliest on the date of receipt of the application at the Registrar's Office)	possible at any time (at the earliest on the date of receipt of the application at the Registrar's Office)
b) Final exam passed	ex officio to the end of semester	ex officio to the end of semester
d) Missing re-registration	ex officio to the end of semester	ex officio to the end of semester

## Application Bachelor's degree programmes

Degree programmes	Summer semester 2024		Winter semester 2024/2025	
	Application	Enrolment	Application	Enrolment
Applied Biology	begins each winter semester		15.05.2024 - 15.07.2024	Online by 30.08.2024 (Necessary postal deliveries by 02.09.2024 <sup>1</sup> )
Business Management Rheinbach	15.11.2023 - 15.01.2024	Online by 04.03.2024 (Necessary postal deliveries by 07.03.2024 <sup>1</sup> )	15.05.2024 - 15.07.2024	Online by 30.08.2024 (Necessary postal deliveries by 02.09.2024 <sup>1</sup> )

<b>Business Management Sankt Augustin</b>	15.11.2023 - 15.01.2024	Online by 04.03.2024 (Necessary postal deliveries by 07.03.2024 <sup>1</sup> )	15.05.2024 -15.07.2024	Online by 30.08.2024 (Necessary postal deliveries by 02.09.2024 <sup>1</sup> )
<b>Sustainable Chemistry and Materials</b>	begins each winter semester		admission-free, direct enrolment possible from 01.06.2024	Online by 01.10.2024 (Necessary postal deliveries by 04.10.2024 <sup>1</sup> )
<b>Electrical Engineering</b>	begins each winter semester		admission-free, direct enrolment possible from 01.06.2024	Online by 01.10.2024 (Necessary postal deliveries by 04.10.2024 <sup>1</sup> )
<b>Electrical Engineering (Cooperative Study)</b>	begins each winter semester		study agreement with an apprenticeship company	Online from 01.06.2024 - 13.09.2024 (Necessary postal deliveries by 16.09.2024 <sup>1</sup> )
<b>Computer Science</b>	begins each winter semester		admission-free, direct enrolment possible from 01.06.2024	Online by 01.10.2024 (Necessary postal deliveries by 04.10.2024 <sup>1</sup> )
<b>Computer Science (dual)</b>	begins each winter semester		only via the federal office for human resources management of the federal armed forces	Online from 01.06.2024 - 13.09.2024 (Necessary postal deliveries by 16.09.2024 <sup>1</sup> )
<b>Cyber Security &amp; Privacy</b>	begins each winter semester		15.05.2024 -15.07.2024	Online by 30.08.2024 (Necessary postal deliveries by 02.09.2024 <sup>1</sup> )
<b>International Business</b>	begins each winter semester		15.05.2024 -15.07.2024	Online by 30.08.2024 (Necessary postal deliveries by 02.09.2024 <sup>1</sup> )
<b>Mechanical Engineering</b>	begins each winter semester		admission-free, direct enrolment possible from 01.06.2024	Online by 01.10.2024 (Necessary postal deliveries by 04.10.2024 <sup>1</sup> )
<b>Mechanical Engineering (Cooperative Study)</b>	begins each winter semester		study agreement with an apprenticeship company	Online from 01.06.2024 - 13.09.2024 (Necessary postal deliveries by 16.09.2024 <sup>1</sup> )
<b>Sustainable Engineering</b>	begins each winter semester		admission-free, direct enrolment possible from 01.06.2024	Online by 01.10.2024 (Necessary postal deliveries by 04.10.2024 <sup>1</sup> )
<b>Sustainable Engineering (Cooperative Study)</b>	begins each winter semester		study agreement with an apprenticeship company	Online from 01.06.2024 - 13.09.2024 (Necessary postal deliveries by 16.09.2024 <sup>1</sup> )
<b>Sustainable Social Policy</b>	begins each winter semester		admission-free, direct enrolment possible from 01.06.2024	Online by 01.10.2024 (Necessary postal deliveries by 04.10.2024 <sup>1</sup> )
<b>Forensic Sciences</b>	begins each winter semester		15.05.2024 - 15.07.2024	Online by 30.08.2024 (Necessary postal deliveries by 02.09.2024 <sup>1</sup> )
<b>Social Security Management</b>	begins each winter semester		study agreement with an accident insurance provider	Online from 01.07.2024 - 09.08.2024 (Necessary postal deliveries by 12.08.2024 <sup>1</sup> )
<b>Technical Journalism</b>	begins each winter semester		admission-free, direct enrolment possible from 01.06.2024	Online by 01.10.2024 (Necessary postal deliveries by 04.10.2024 <sup>1</sup> )
<b>Visual Technical Communication</b>	begins each winter semester		admission-free, direct enrolment possible from 01.06.2024	Online by 01.10.2024 (Necessary postal deliveries by 04.10.2024 <sup>1</sup> )

<b>Business Information Systems</b>	begins each winter semester		15.05.2024 - 15.07.2024	Online by 30.08.2024 (Necessary postal deliveries by 02.09.2024 <sup>1</sup> )
<b>Business Psychology</b>	15.11.2023 - 15.01.2024	Online by 04.03.2024 (Necessary postal deliveries by 07.03.2024 <sup>1</sup> )	15.05.2024 - 15.07.2024	Online by 30.08.2024 (Necessary postal deliveries by 02.09.2024 <sup>1</sup> )

## Application Master's degree programmes

Degree programmes	Summer semester 2024		Winter semester 2024 /2025	
	Application	Enrolment	Application	Enrolment
<b>Social Protection</b>	begins each winter semester		01.12.2023 – 31.05.2024	see notice of admission
<b>Social Protection</b> (Applicants who need a visa <sup>2</sup> )	begins each winter semester		01.12.2023 - 29.02.2024	see notice of admission
<b>Analytical Chemistry and Quality Assurance</b>	begins each winter semester		15.05.2024 - 15.09.2024	Online by 11.10.2024 (Necessary postal deliveries by 14.10.2024 <sup>1</sup> )
<b>Autonomous Systems</b>	15.05.2023 – 15.02.2024	see notice of admission	15.11.2023 – 15.08.2024	see notice of admission
<b>Autonomous Systems</b> (Applicants who need a visa <sup>2</sup> )	15.05.2023 – 15.07.2024	see notice of admission	15.11.2023 – 15.01.2024	see notice of admission
<b>Biomedical Sciences</b>	begins each winter semester		15.12.2023 – 15.09.2024	Online by 11.10.2024 (Necessary postal deliveries by 14.10.2024 <sup>1</sup> )
<b>Biomedical Sciences</b> (Applicants who need a visa <sup>2</sup> )	begins each winter semester		15.12.2023 – 01.03.2024	see notice of admission
<b>Controlling &amp; Management</b>	15.11.2023 – 15.03.2024	Online by 18.04.2024 (Necessary postal deliveries by 21.04.2024 <sup>1</sup> )	begins each summer semester	
<b>CSR &amp; NGO Management</b>	begins each winter semester		15.11.2023 – 21.05.2024	see notice of admission
<b>CSR &amp; NGO Management</b> (Applicants who need a visa <sup>2</sup> )	begins each winter semester		15.11.2023 – 28.02.2024	see notice of admission

<b>Cyber Security &amp; Privacy</b>	15.11.2023 - 15.03.2024	Online by 18.04.2024 (Necessary postal deliveries by 21.04.2024 <sup>1</sup> )	15.05.2024 - 15.09.2024	Online by 11.10.2024 (Necessary postal deliveries by 14.10.2024 <sup>1</sup> )
<b>Electrical Engineering</b>	15.11.2023 - 15.03.2024	Online by 18.04.2024 (Necessary postal deliveries by 21.04.2024 <sup>1</sup> )	15.05.2024 - 15.09.2024	Online by 11.10.2024 (Necessary postal deliveries by 14.10.2024 <sup>1</sup> )
<b>Computer Science</b>	15.11.2023 - 15.03.2024	Online by 18.04.2024 (Necessary postal deliveries by 21.04.2024 <sup>1</sup> )	15.05.2024 - 15.09.2024	Online by 11.10.2024 (Necessary postal deliveries by 14.10.2024 <sup>1</sup> )
<b>Innovation and Information Management</b>	15.11.2023 – 15.03.2024	Online by 18.04.2024 (Necessary postal deliveries by 21.04.2024 <sup>1</sup> )	begins each summer semester	
<b>International Media Studies</b>	begins each winter semester		15.11.2023 – 29.02.2024	see notice of admission
<b>Marketing</b> (German citizens and applicants treated as equivalent to German citizens 3)	begins each winter semester		01.02.2024 – 15.07.2024	see notice of admission
<b>Marketing</b> (Applicants not treated as equivalent to German citizens 4)	begins each winter semester		01.02.2024 – 31.03.2024	see notice of admission
<b>Mechanical Engineering</b>	15.11.2023 - 15.03.2024	Online by 18.04.2024 (Necessary postal deliveries by 21.04.2024 <sup>1</sup> )	15.05.2024 - 15.09.2024	Online by 11.10.2024 (Necessary postal deliveries by 14.10.2024 <sup>1</sup> )
<b>Materials Science and Sustainability Methods</b>	begins each winter semester		15.05.2024 - 15.09.2024	Online by 11.10.2024 (Necessary postal deliveries by 14.10.2024 <sup>1</sup> )
<b>Sustainable Engineering</b>	15.11.2023 - 15.03.2024	Online by 18.04.2024 (Necessary postal deliveries by 21.04.2024 <sup>1</sup> )	15.05.2024 - 15.09.2024	Online by 11.10.2024 (Necessary postal deliveries by 14.10.2024 <sup>1</sup> )
<b>Start-up Development</b>	begins each winter semester		will be suspended for the winter semester 2024/2025	will be suspended for the winter semester 2024/2025
<b>Digital Communication and Media Innovation</b>	15.11.2023 - 15.03.2024	Online by 18.04.2024 (Necessary postal deliveries by 21.04.2024 <sup>1</sup> )	begins each summer semester	
<b>Visual Computing &amp; Games Technology</b>	15.11.2023 - 31.03.2024	Online by 18.04.2024 (Necessary postal deliveries by 21.04.2024 <sup>1</sup> )	15.05.2024 - 15.09.2024	Online by 11.10.2024 (Necessary postal deliveries by 14.10.2024 <sup>1</sup> )
<b>Business Psychology</b>	15.11.2023 – 15.01.2024	see notice of admission	begins each summer semester	

## Application for a higher semester

Application for a higher semester (change of study programme or university)	Summer semester 2024		Winter semester 2024/2025	
	Application	Enrolment	Application	Enrolment
All degree programmes	16.01.2024 by 15.03.2024	see notice of admission	16.07.2024 by 15.09.2024	see notice of admission

## Application Promotionskolleg PK-NRW

Promotionskolleg PK-NRW	Summer semester 2024		Wintersemester 2024/2025	
	Application	Enrolment	Application	Enrolment
PK NRW	15.02. - 30.04. Application period - part 1  01.05. - 13.05. Pause for semester data cleansing  14.05. - 31.07. Application period - part 2  01.08. - 07.08. Period for submission of missing documents	Online by 07.08.2024  (Deadline for submission of missing documents by 10.08.2024)	15.08. - 30.10. Application period - part 1  01.11. - 13.11. Pause for semester data cleansing  14.11. - 31.01. Application period - part 2  01.02. - 07.02. Period for submission of missing documents	Online by 07.02.2025  (Deadline for submission of missing documents by 10.02.2025)

\*1 Please consider: Applicants who do not fall under the applicant groups listed in footnote 3 are not treated as equivalent to German citizens. These Applicants still have to enrol by postal delivery

2 Applicants with a visa obligation = Applicants who generally require a visa to enter Germany but do not yet have a valid visa at the time of their application.

3 German citizens and applicants treated as equivalent to German citizens. The following applicants are treated as equivalent to German citizens"

a. Citizens of another Member State of the European Union or of a State party to the Agreement on the European Economic Area,

b. Children residing in the Federal Republic of Germany of a citizen of another Member State of the European Union or of a State party to the Agreement on the European Economic Area, provided that these citizens are or have been employed in the Federal Republic of Germany,

c. Other family members residing in the Federal Republic of Germany within the meaning of Article 2 (2) of Directive 2004/38/EC of the European Parliament and of the Council of 29 April 2004 (...), as amended by Regulation (EU) No 492/2011 (...), of citizens of another Member State of the European Union or of States party to the Agreement on the European Economic Area, provided that these citizens are employed in the Federal Republic of Germany,

d. Other foreign citizens or stateless persons who hold a higher education entrance qualification acquired in the Federal Republic of Germany or at a German school abroad which was not acquired exclusively in accordance with foreign law (German higher education entrance qualification); the same applies to foreign citizens or stateless persons who hold the European Baccalaureate.

Applicants who hold German citizenship in addition to a foreign citizenship will be considered for participation in the allocation procedure in accordance with the regulations applicable to German citizens.

4 Applicants who do not belong to the applicant groups listed in footnote 3 are not treated as equivalent to German citizens.