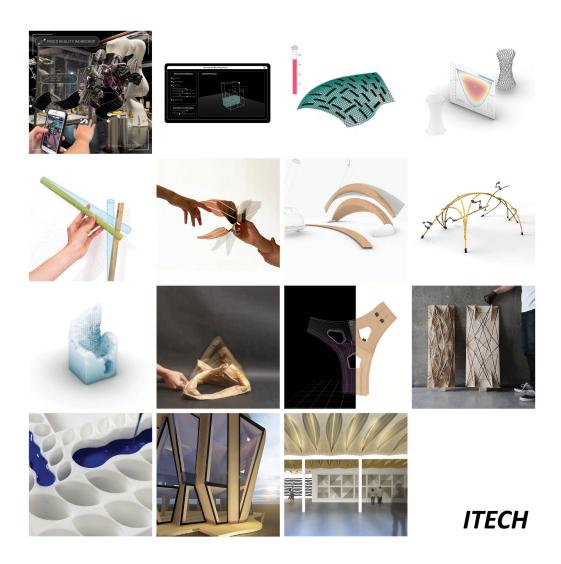
ITECH Master's Programme Application Manual

Winter Term 2021/2022



General Information

The ITECH Team is glad that you are going to apply for the ITECH Master's programme.

Herewith a brief guide to the online application process.

How to apply?

Step 1: Your online application

In order to apply for admission to the Master's programme you need to submit a full set of the required documents to the online application portal not later than 15 February.

Please don't send any hardcopies to us.

The application portal is only available during the application period from 15 December to 15 February.

Step 2: Pre-selection and interviews by the ICD

If you have passed the pre-selection stage, you will be interviewed by the selection committee.

This interview may be a face-to-face or a telephone / Skype interview.

For the intake in winter term interviews usually take place in March.

Please make sure your application documents contain an up-to-date telephone number and email address as we have to contact you in order to make an appointment for the interview.

3. Step 3: Selection, submission of hardcopy documents

The final selection will take place at the beginning of April.

You will be informed of the results as soon as the decision has been made.

If you have been selected, you will be offered a place to study on the MSc. ITECH.

Technical requirements

In order to submit successfully your application you should have some basic devices at your disposal:

- a computer with internet access
- a printer and a scanner in order to upload all required documents
- webcam and skype account for interview

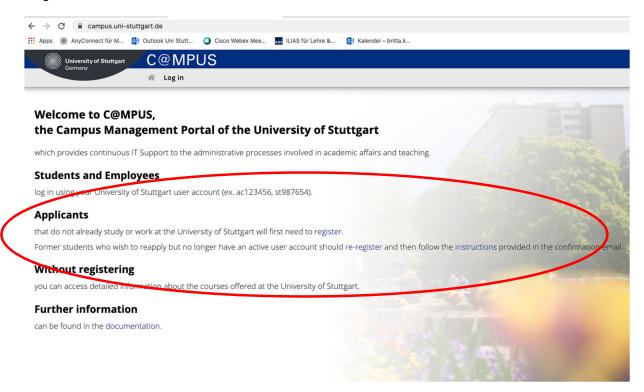
Now you can start your application by following the manual on the next pages.

1. Part: Register in C@mpus - The Management Portal of the Stuttgart University

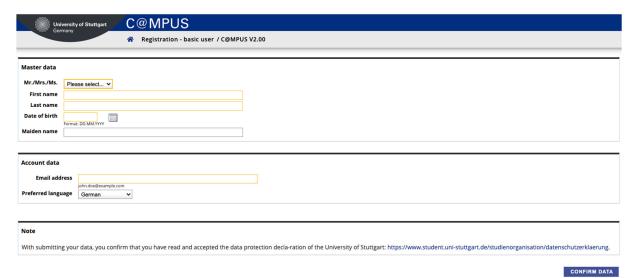
Please follow the link

https://campus.uni-stuttgart.de/cusonline/ee/ui/ca2/app/desktop/#/login?\$ctx=lang=en to access the C@MPUS portal.

Register here and create an account.



Please fill in your Master data, then confirm and submit the data.



Please be very precise with entering your data – it cannot be changed afterwards.

Please enter your last name and your first name(s) exactly as they are written in your passport. Your name(s) cannot be changed later on!

You will receive an email in order to confirm your registration.

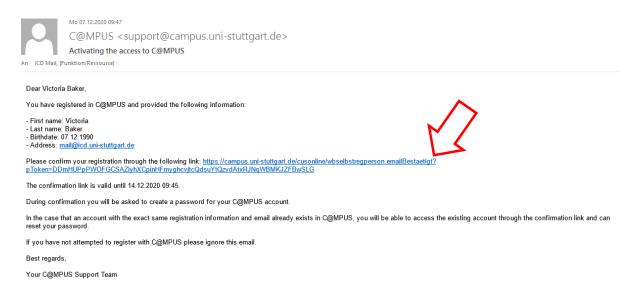


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Thank you very much for your registration!

An email will be sent to mail@ shortly for activating your access to the system.

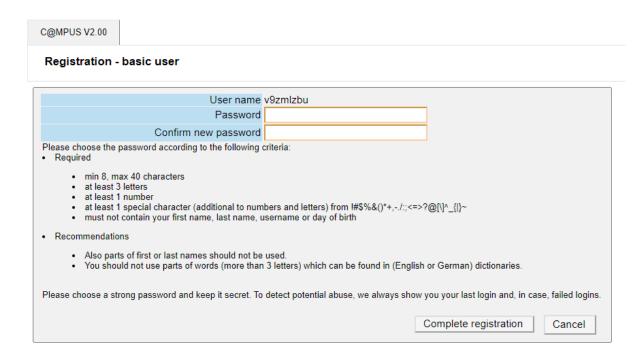
Confirm by clicking the link in the email you received.



Click continue.



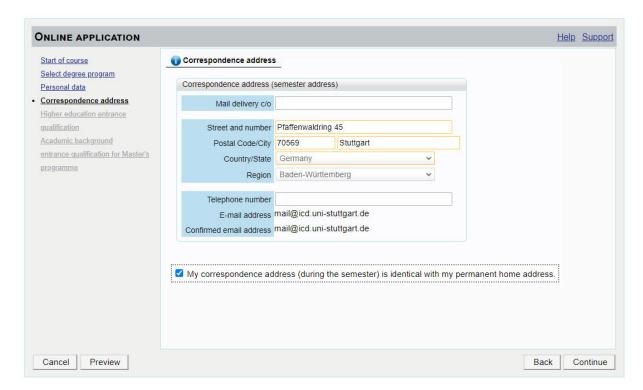
Please change the password and continue to complete your registration.



C@MPUS V2.00	
Registration - basic user	
User name v9zmlzbu Password ************************************	
Please wait	

Your account is currently being created.

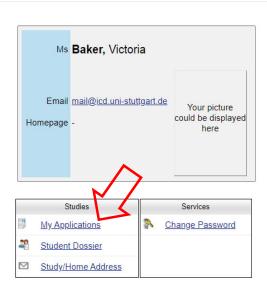
Please add your correspondence address. This is the address you will be living during the semester.



2. Part: Enter your application

This is your "business card".

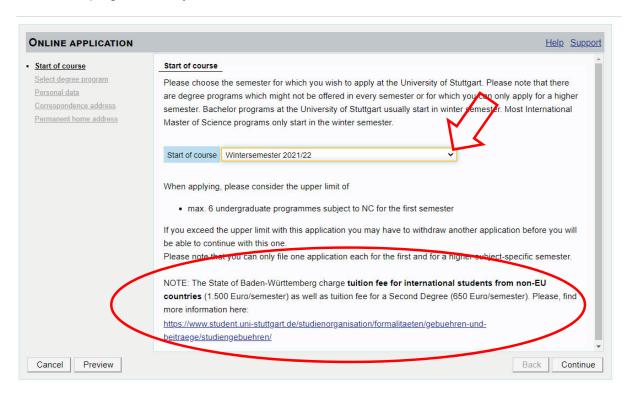
To enter your application click on MY APPLICATIONS.



Enter a new application.

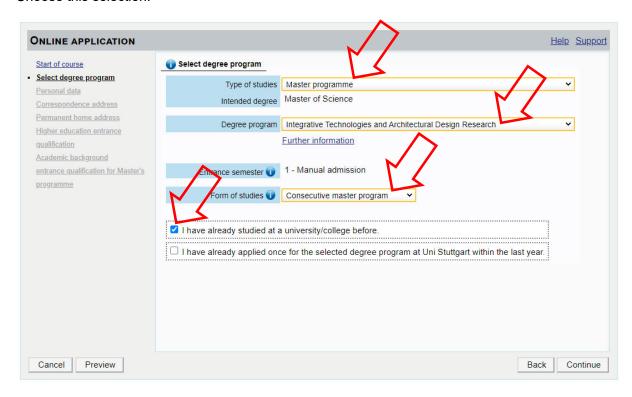


The ITECH programme only starts in the winter semester.

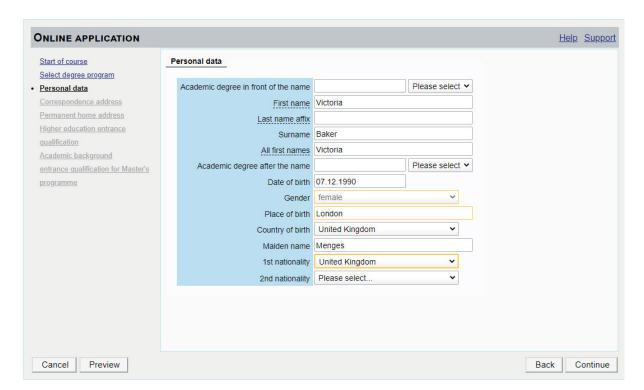


Please read the note regarding the tuition fees.

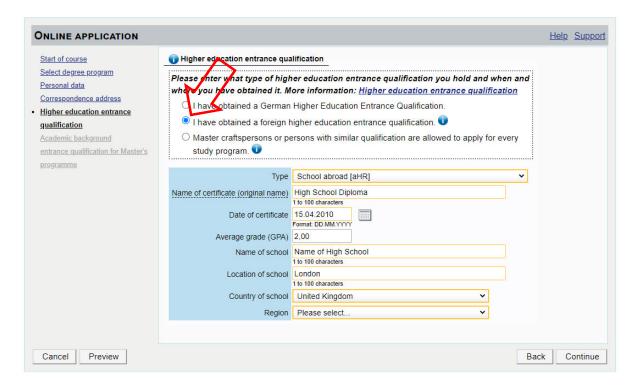
Choose this selection.



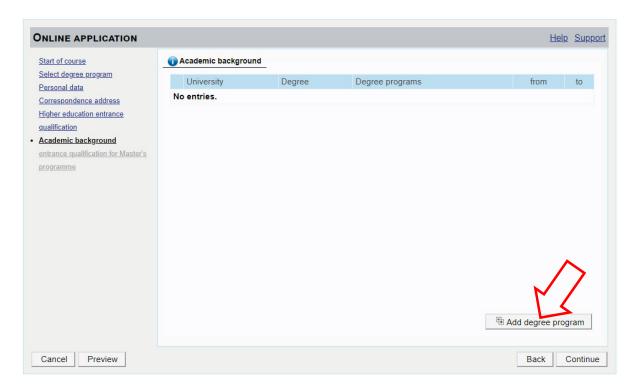
Fill in your Personal Data.

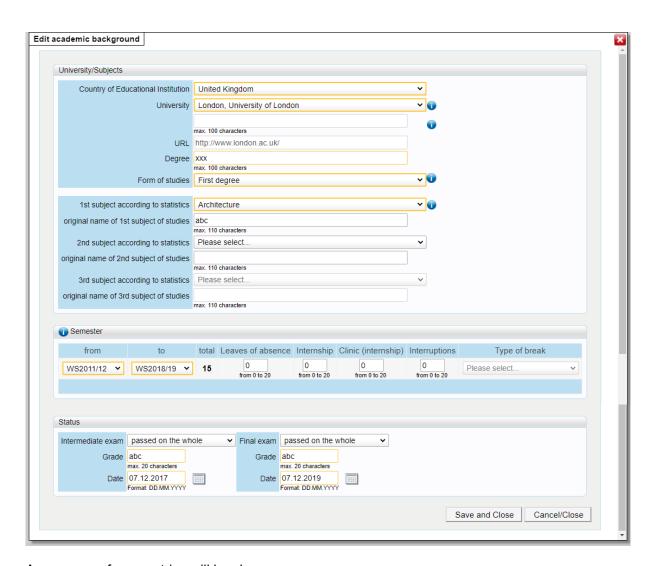


Add your Higher Education Entrance Qualification.

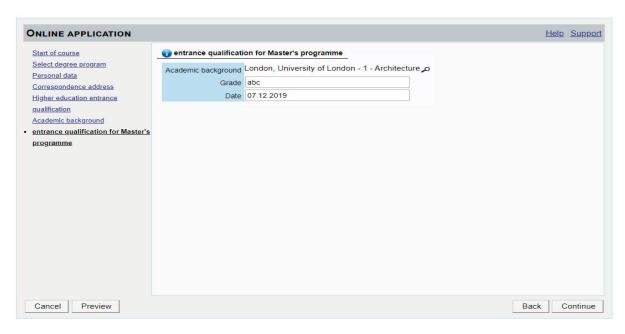


Enter your Academic Background.



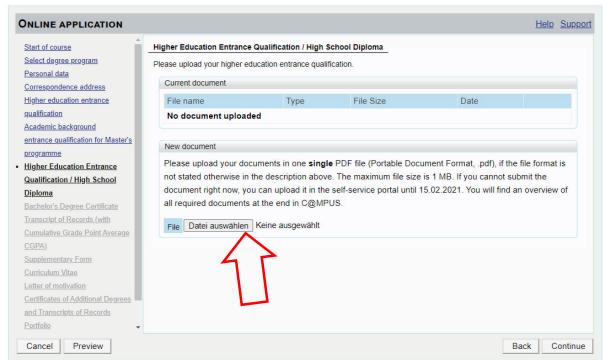


A summary of your entries will be shown.

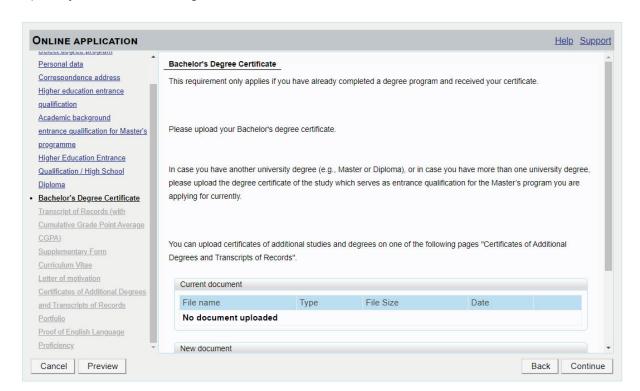


Continue with uploading your certificates.

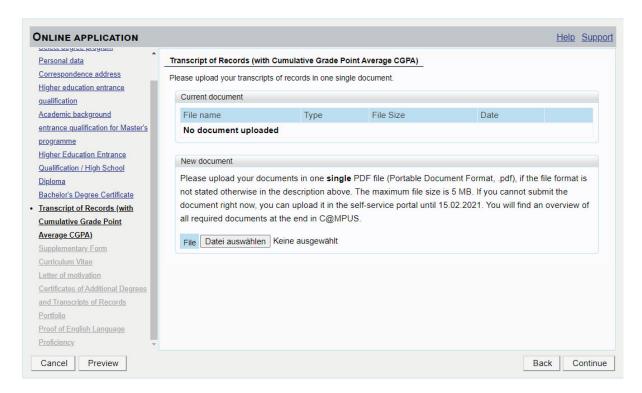
Upload your Higher Education Entrance Qualification / High School Diploma.



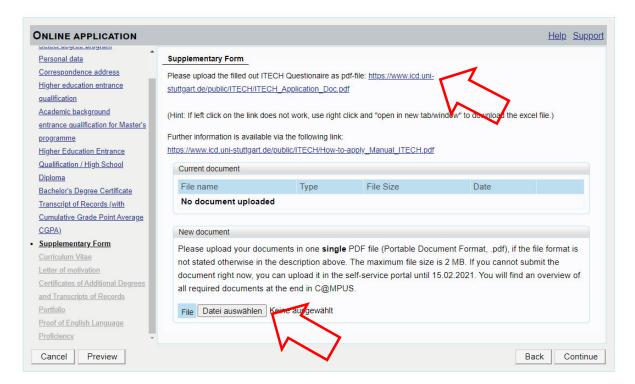
Upload your Bachelor's Degree Certificate



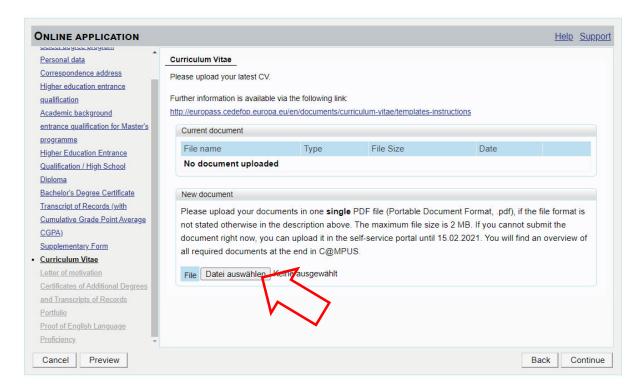
Upload your Transcript of Records.



Download, fill out and upload the supplementary form.

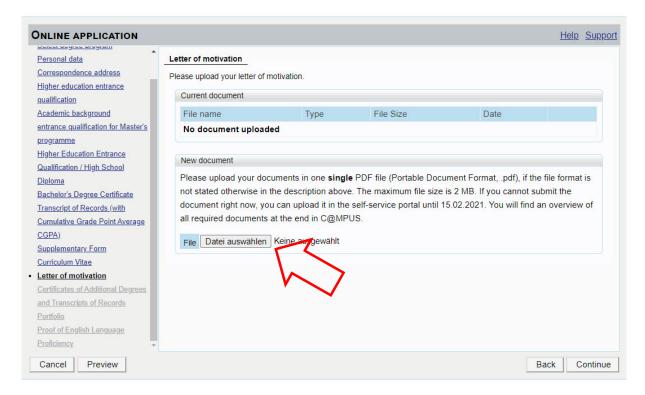


Upload your latest CV.

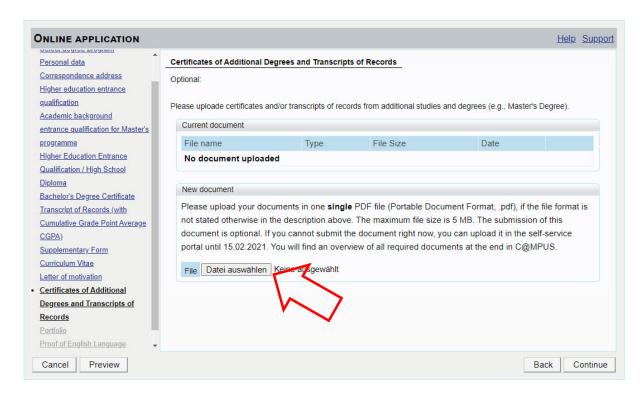


http://europass.cedefop.europa.eu/en/documents/curriculum-vitae/templates-instructions

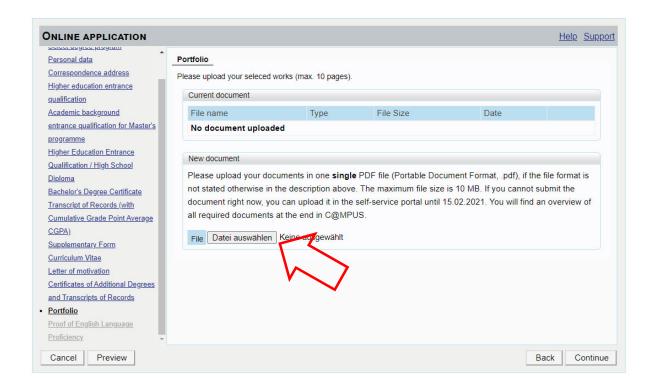
Upload your Letter of Motivation.



Upload your Certificates of Additional Degrees and Transcript of Records (if you have it).

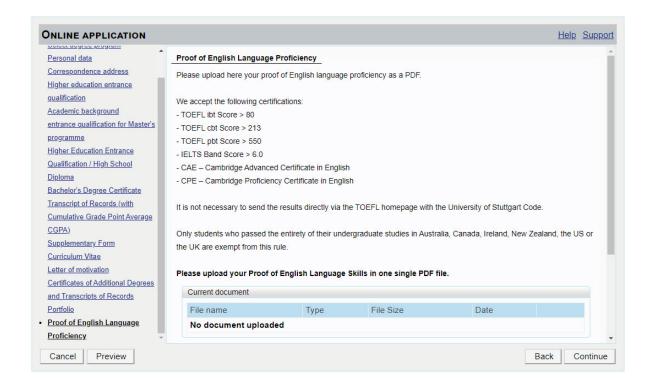


Upload your Portfolio - max. 10 pages (DinA 4 format, 10 single pages)!



Upload your Proof of English Language Proficiency.

Only students who passed the entirety of their undergraduate studies in Australia, Canada, Ireland, New Zeeland or the US or the UK are exempt from this rule.



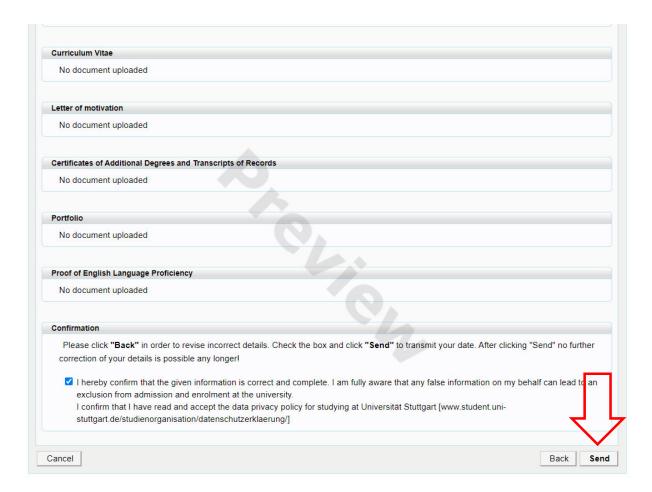
After clicking continue you will see the overview of your application.

Here you can see which documents are missing.

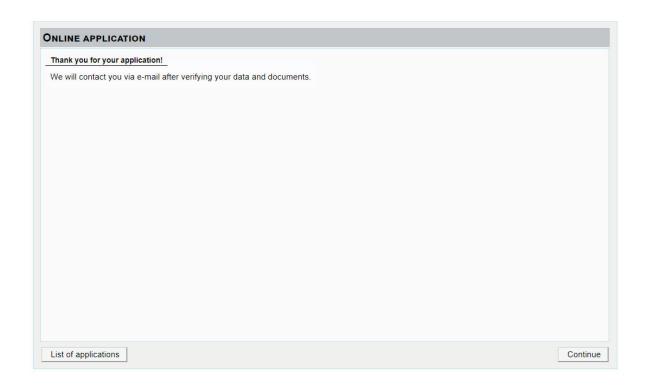
You can upload these documents anytime but BEFORE 15 FEBRUARY.

DON'T FORGET TO CLICK THE "SEND" BUTTON AT THE END OF THE OVERVIEW!

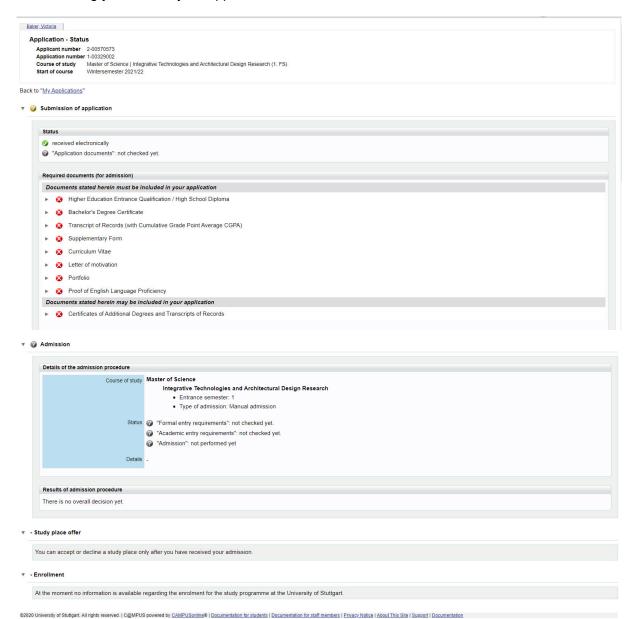
OVERVIEW - APPLICATION NUMBER: 1-00329002 This is just a preview for checking your application. Your application has not been submitted yet. Please review all your entries thoroughly. If all is correct, mark the approval checkbox (at the bottom of the page) and click the SEND button to submit the application electronically. You will not be able to change any entries of an electronically submitted application. Besides you will not be able to issue a new application for the same study program! Start of course Wintersemester 2021/22 When applying, please consider the upper limit of max. 6 undergraduate programmes subject to NC for the first semester If you exceed the upper limit with this application you may have to withdraw another application before you will be able to continue with this one. Select degree program Type of studies Master programme Intended degree Master of Science Degree program Integrative Technologies and Architectural Design Research Entrance semester 1 - Manual admission Form of studies Consecutive master program I have already studied at a university/college before. ☐ I have already applied once for the selected degree program at Uni Stuttgart within the last year. Personal data Academic degree in front of the name First name Victoria Last name affix Surname Baker All first names Victoria Academic degree after the name Date of birth 07.12.1990 Gender female Place of birth London Country of birth United Kingdom Maiden name Menges 1st nationality United Kingdom 2nd nationality Correspondence address Correspondence address (semester address) Mail delivery c/o Street and number Pfaffenwaldring 45 Postal Code/City 70569 Stuttgart Country/State Germany federal state Baden-Württemberg

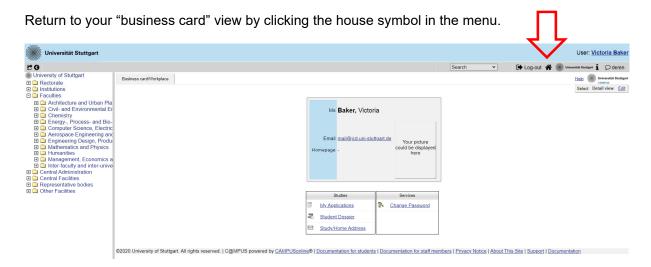


You have to click the send button to submit your application.

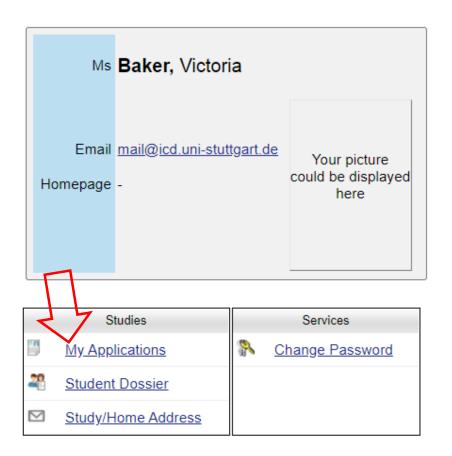


After sending you will see your application status.



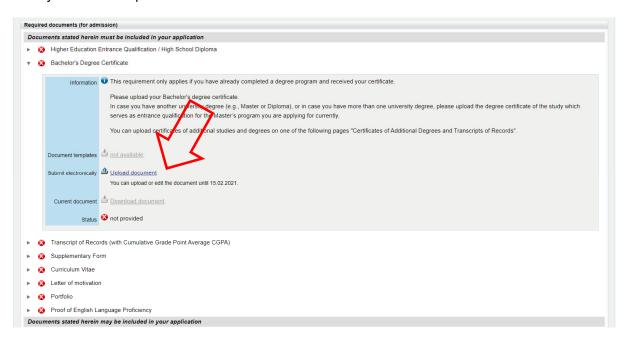


To add missing documents click "my applications".





Here you now can upload these documents.



END.