MA.IB
Master of Arts in International Business

Applicants with a Bachelor degree awarded by a university outside the EU

WIRTSCHAFT
HOCHSCHULE MAINZ
UNIVERSITY OF
APPLIED SCIENCES

Instructions

Dear Applicant,

With the following four questions, you can find out if these instructions are relevant for you.

(1)	Are you an exchange student (double degree) from a partner university?	If yes, please do not read these instructions, but fill in the form for exchange students. If no, continue with question (2).
(2)	Are you German?	If yes, please do not read these instructions, but refer to the instructions for German & EU students. If no, continue with question (3).
(3)	Was your Bachelor degree awarded by a university within the EU?	If yes, please do not read these instructions, but refer to the instructions for German & EU students. If no, continue with question (4).
(4)	You are neither German nor was your Bachelor degree awarded by an EU institution?	Please read these instructions.

Application instructions MA.IB

You need to apply via uni assist. Before starting the application process, please check the entry requirements at

https://www.hs-mainz.de/studium/studiengaenge/wirtschaft/international-business-ma/application/

How to apply:

- ✓ Please register online first by following the link: https://www.uni-assist.de/en/how-to-apply/apply-online/

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- ✓ Then go through the online registration (you find more information about the registration process on: https://www.uni-assist.de/en/how-to-apply/)
- ✓ Send your full application package via postal mail to uni assist.
- ✓ Please make sure to attach following documents:
  - o Result of the online registration
  - o a certified copy of your high school diploma plus certified translation into German or English
  - o a certified copy of your Bachelor or Diploma degree certificate, including transcript; both with a certified translation into German or English (Bachelor studies in business, minimum of 3 years fulltime or 180 ECTS, minimum average ECTS grade of "C" or min. German average grade of 2.5)
  - o Clear documentation of your study periods (a transcript with exact dates of study periods/end of studies
  - o a copy of your passport
  - o your CV
  - o a 2-page motivation letter explaining your priority of your choice of partner universities for your semester abroad
  - o filled out form "Choice Partner University mark 1, 2 and 3
    (1 = partner university of your first choice, 2 = partner university of your second choice, 3= partner university of your third choice). Accepted students will have the opportunity to reconsider this selection until the beginning of December.
  - o **clear proof** of language requirements: excellent English skills (see requirements, add proof), proof of German (at least A2) and a third language (at least B2) (please add clear certifications).

  For further information on the application requirements for the programme Master of Arts International Business (MA.IB) please visit our website: https://www.hs-mainz.de/studium/studiengaenge/wirtschaft/international-business-ma/overview/

- ✓ Send the full application package via postal mail to:

  Hochschule Mainz - MA.IB
  c/o uni-assist e.V.
  11507 Berlin
  Germany

- ✓ The deadline for application (all documents) is **June 15.** All documents (postal mail) must have reached our uni assist by then.

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Additional Information

1. Accomodation: Please note that is very difficult to find an accommodation on your own in Mainz. If you need an accommodation the easiest way is to apply for a place in a student residence. You can directly apply online on the website of Studierendenwerk: http://www.studierendenwerk-mainz.de/wohnen/?L=3 You are advised to apply well in advance, at the latest **before June 15th**. If you are selected for the Master programme the student services guarantees of a room in a residence, **if** you have applied on time. In case you are not selected for our MA.IB programme there won`t be any costs or obligations for you concerning your accommodation application.

2. Scholarships: visit the DAAD homepage http://www.daad.de/en/.

3. Visa: Applicants from countries with visa requirements (all nationalities other than EU/EFTA, USA, Japan, Australia, Canada, Israel and New Zealand)
   - prepare a financial statement for visa application (you have to give proof that you possess financial means of a minimum of approx. EUR 10,200 (EUR 850,- per month) for the first year of studies in Mainz; the German immigration office may even require that you deposit the total of approx. EUR 10,320 on a German bank account with a "blockage" agreement - which means you are not allowed to withdraw more than EUR 850 per month).
   - apply for the visa as soon as you have received the admission from HS Mainz (most likely you will get a visa for 90 days which has to be renewed in Mainz)

4. The programme officially starts on Thursday 17th September 2020.

5. Health Insurance: In order to enroll you as a student, you are asked to hand in proof of health insurance upon arrival (after acceptance to our programme).
   - Students are entitled to the public health insurance system by buying a German (public) health insurance, Payment: around EUR 90.00 per month for full coverage of medical care, medicine, hospital coverage etc.
   - Students from outside Germany, might sign a private health care police in their home country which is appropriate to study in Germany; Students with such a private insurance police are exempted from the public health care system. Note: a later change to a German public health insurance is NOT possible, only at first enrolment In this case: please bring clear documents of your health insurance policy translated into English or German language. A German health insurance company will need to check and confirm your exemption from the public health care system. NOTE: in case of illness you will need to arrange payments with your own (private) health insurance.
   - Students older than 30 years must have a private insurance police.

6. On arrival: the staff of Hochschule Mainz will assist you with:
   - enrolment at the student registry office ("Studierendenbüro")
   - exemption from German health care or contract for German health insurance
   - payment of the compulsory student union fee (~EUR 330,- per semester including public transportation in the Frankfurt/Mainz area)
   - registration with the local authorities (registration office - "Einwohnermeldeamt" and immigration office - "Ausländerbehörde", visa extension)

University	Language	Tuition fee /number places	Possible „Majors“ – Strength of School	DD possible	Academic Contact in Mainz
Europe and Turkey					
University of Economics, Bratislava (Slovakia)	English	Tuition free: max. 1 student	International Finance	no	Prof. Dr. Porath
ISCTE-Instituto Universitário de Lisbao (Portugal)	English	Tuition free: max. 1 student	Marketing, Human Resource	no	Prof. Dr. Eickhoff Prof. Dr. Rank
Karlstad University (Sweden)	English	Tuition free: max. 5 students	Service Management, Finance, Accounting, Marketing (transfer marks!)	yes	Prof. Dr. Porath Judith Busch
HAAGA-HELIA University (Finland)	England	Tuition free: max. 1-2 students	Lectures in the evening and on weekends	no	
RISEBA (Latvia)	English	Tuition free: max 2 students	Most subjects of 1st year, for example: Service Mgmt, Knowledge Creation and Mgmt, Corporate Governance and Social Responsibility Lectures only in the evening and weekend	Possibly	Prof. Dr. Lorenz
Vilnius University / Business School (Lithuania)	English	Tuition free: max 2 students	Lectures mainly in the evening and weekend	No	Prof. Dr. Lorenz
RISEBA (Latvia)	English	Tuition free: max 2 students	Most subjects of 1st year, for example: Service Mgmt, Knowledge Creation and Mgmt, Corporate Governance and Social Responsibility Lectures only in the evening and weekend	Possibly	Prof. Dr. Lorenz
Wroclaw University of Economics (Poland)	English	Tuition free: max. 4 students	Finance, Accounting	No	Prof. Dr. Rank
Prague University of Economics (VSE) (Czech R.)	English	Tuition free: max. 5 students	International Business in CEE context	Yes	Dr. Sterbová (VSE) Prof. Dr. Schüle Judith Busch
University of Salford (Manchester)	English	Tuition free: 1-2 students? Brexit	International Finance, International Marketing	No	Prof. Dr. Porath
Robert Gordon University (Aberdeen)	English	Tuition: ~£ 5.000 p. ac. year (MSc degree) EU students; Non-EU students: higher tuition Prices subject to change (Brexit)	MSc in Fashion Management, International Trade, International Marketing Management, Project Management, Purchasing & Supply Chain Management, etc.	MSc degree possible (5th sem.)	Prof. Dr. Porath

University	Language	Tuition	Possible „Majors“ – Strength of School	DD possible	Academic Contact in Mainz
Europe and Turkey					
ESCE Paris	French English	Tuition free: max. 3 students	International Trade / Export Mgmt / Luxury Goods Marketing	Yes	Judith Busch Prof. Dr. Schrank
ISC Paris	French English	Tuition free: max. 1 student	Finance / various Marketing spec. / International Business	No	Prof. Dr. Schrank
Université Nice Sophia Antipolis	English French	Tuition free: max. 2 students		Possibly	Florence Sorrentino
Università degli Studi Brescia (Italy)	Italian English	Tuition free: max. 3 students	Finance or Marketing	Yes	Prof. Dr. Porath
University of Economics, Trento (Italy)	English Italian	Tuition free: max. 1 students	Economics	No	Prof. Dr. Porath
University of Cagliari, Sardinia	Italian English	Tuition free: max. 2 students		No	Prof. Dr. Porath
Epoka University (Albania)	English	Tuition free	Banking and Finance	No	Prof. Dr. Griebsch Judith Busch
Izmir Economic University, Turkey	English	Tuition free: max 2 students	MBA Programme	No	Prof. Dr. Porath
Uludag University (Bursa, Turkey)	English, Turkish	Tuition free: max 2 students Fluency in Turkish mandatory!	Econometrics, Public Administration	No	Prof. Dr. Porath
Marmara University Istanbul (Turkey)	English Turkisch	Tuition free: max. 1 student		No	Prof. Dr. Porath
North America					
Coastal Carolina University (SC USA)	English	Tuition: ~ EUR 10.000 per year	Management, Accounting	Yes (MBA)	Dr. Lassahn
Pfeiffer University (NC USA)	English	Tuition: ~ EUR 11.000 per year	Management, HRM, Organizational Development	Yes (MBA)	Prof. Dr. Swartz
Southern Illinois University Edwardsville (USA)	English	Tuition: check website	MBA – Project management	No	Prof. Dr. Swartz
South America					
Universidad del Rosario, Bogotá, Colombia	Spanish	Tuition free: max. 2 students	Finance, Marketing, HRM, Latin American culture	Yes, but in this case no specialisation possible	Prof. Dr. Schüle

University	Language	Tuition	Possible „Majors“ – Strength of School	DD possible	Academic Contact in Mainz
Asia/Australia					
Assumption University Bangkok (Thailand)	English	Tuition free: max. 4 students (+ ca. EUR 300,- for 5th course for each MA.IB student)		No	Prof. Dr. Hensel
Sunkyungkwan University, Seoul (South Korea)	English	Tuition free: max. 2 students		No	Prof. Dr. Hehn
Osaka Gakuin University (Japan)	English, Japanese	Tuition free: max. 1 student, with intermediate language skills in Japanese	Japanese Language and culture plus 2 business units in English	No	Prof. Dr. Schüle
Swinburne University of Technology (SUT) Melbourne (Australia)	English	Tuition: ~ EUR 9.000 per sem.	Broad variety, Focus on 1) Finance or on 2) Management/Marketing	Possibly, (full payment ~ AUS-$ 23.000)	Prof. Dr. Hensel
Uniten, Kuala Lumpur (Malaysia)	English	Tuition free: max 2 students	Limited selection: Marketing Mgmt, Operation Mgmt, Knowledge Mgmt, IT Governance [four units plus essay]	No	
Bejing Foreign Studies University (China)	English	Tuition ~ EUR 2500/sem. + ~ EUR 150,- application fees 1-2 students max.	Tbd *Students must have knowledge in Chinese language prior to their stay*	No	Prof. Dr. Hensel
Symbiosis University (Pune, India)	English	Administration fee INR 25.000		No	Prof. Dr. Piller
Christ University (Bengaluru,India)	English			No	Prof. Dr. Piller
Africa (only for students with experience in Africa/ pioneers)					
Addis Ababa University (Ethiopia)	English	Tuition free: max. 1 student	tbd	Possibly	Prof. Dr. Porath
Arba Minch University (Ethiopia)	English	Tuition free: max 1 student	tbd	no	Prof. Dr. Porath
Mbarara University, Mbarara (Uganda)	English	Tuition free: max. 1 student		no	Prof. Dr. Porath
Kyambogo University, Kampala (Uganda)	English	Tuition free: max. 1 student		no	Prof. Dr. Porath
INES, Ruhengeri, (Ruanda)	English	Tuition free: max. 1 student		no	Prof. Dr. Hensel

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Choice Partner University	**Priority 1, 2 or 3** **Please select 3 universities** Priority 1 = most favourite; 2 = second favourite, 3 = 3rd favoured university
University of Economics, Bratislava (Slovakia)	
ISCTE-Instituto Universitário de Lisbao (Portugal)	
Karlstad University (Sweden)	
HAAGA-HELIA University (Finland)	
RISEBA (Latvia)	
Vilnius University / Business School (Lithuania)	
RISEBA (Latvia)	
Wroclaw University of Economics (Poland)	
Prague University of Economics (VSE) (Czech R.)	
University of Salford (Manchester, UK)	
Robert Gordon University (Aberdeen, UK)	
ESCE Paris (France)	
ISC Paris (France)	
Université Nice Sophia Antipolis (France)	
Università degli Studi Brescia (Italy)	
University of Economics, Trento (Italy)	
University of Cagliari, Sardinia (Italy)	
Epoka University (Albania)	
Izmir Economic University, Turkey	
Uludag University (Bursa, Turkey)	
Marmara University Istanbul (Turkey)	
Coastal Carolina University (SC USA)	
Pfeiffer University (NC USA)	
Southern Illinois University Edwardsville (USA)	
Universidad del Rosario, Bogotá, Colombia	
Assumption University Bangkok (Thailand)	
Sunkyungkwan University, Seoul (South Korea)	
Osaka Gakuin University (Japan)	
Swinburne University of Technology (SUT) Melbourne (Australia)	
Uniten, Kuala Lumpur (Malaysia)	
Bejing Foreign Studies University (China)	
Symbiosis University (India)	
Christ University (India)	
Addis Ababa University (Ethiopia)	
Arba Minch University (Ethiopia)	
Mbarara University, Mbarara (Uganda)	
Kyambogo University, Kampala (Uganda)	
INES, Ruhengeri, (Ruanda)	

Appendix

Table: *Common Reference Levels: global scale*

C2	Can understand with ease virtually everything heard or read. Can summarise information from different spoken and written sources, reconstructing arguments and accounts in a coherent presentation. Can express him/herself spontaneously, very fluently and precisely, differentiating finer shades of meaning even in more complex situations.
C1	Can understand a wide range of demanding, longer texts, and recognise implicit meaning. Can express him/herself fluently and spontaneously without much obvious searching for expressions. Can use language flexibly and effectively for social, academic and professional purposes. Can produce clear, well-structured, detailed text on complex subjects, showing controlled use of organisational patterns, connectors and cohesive devices.
B2	Can understand the main ideas of complex text on both concrete and abstract topics, including technical discussions in his/her field of specialisation. Can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible without strain for either party. Can produce clear, detailed text on a wide range of subjects and explain a viewpoint on a topical issue giving the advantages and Independent disadvantages of various options.
B1	Can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc. Can deal with most situations likely to arise whilst travelling in an area where the language is spoken. Can produce simple connected text on topics which are familiar or of personal interest. Can describe experiences and events, dreams, hopes and ambitions and briefly give reasons and explanations for opinions and plans.
A2	Can understand sentences and frequently used expressions related to areas of most immediate relevance (e.g. very basic personal and family information, shopping, local geography, employment). Can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar and routine matters. Can describe in simple terms aspects of his/her background, immediate environment and matters in areas of immediate need.
A1	Can understand and use familiar everyday expressions and very basic phrases aimed at the satisfaction of needs of a concrete type. Can introduce him/herself and others and can ask and answer questions about personal details such as where he/she lives, people he/she knows and things he/she has. Can interact in a simple way provided the other person talks slowly and clearly and is prepared to help.

Source: Council of Europe: http://www.coe.int/t/dg4/linguistic/Source/Framework_EN.pdf

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Certificate for language skills on B2 level

We certify that:

Mr./Mrs./Ms. _____

has an overall level of B2 according to the CEFR (Common European Framework of Reference for languages) in the following language:

Name of language: _____

(other than English)

Name of institution: _____

Full address: _____

_____

Name: _____

Position: _____

Place, date: _____

_____

Signature and stamp of institution