

- I am a native speaker of English. Do I have to submit a proof of English proficiency?
- Which TOEFL/IELTS score do I need?
- I have studied English language and literature. Do I still have to provide a proof of English proficiency?
- Can I submit reference letters in any other language than English?
- Who can write a letter of recommendation? Does the person need to have at least a PhD?
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I am a native speaker of English. Do I have to submit a proof of English proficiency?

No, native speakers of English are exempted from this regulation.

Which TOEFL/IELTS score do I need?

The candidate should have an excellent knowledge of English. English language proficiency is demonstrated by IELTS-scores of at least 7.0 or TOEFL-scores of 600 on the paper-based, 250 on the computer-based or 100 on the internet-based test (minimum of 23 in Speaking, 18 in Listening, 17 in Reading and 22 in Writing).

I have studied English language and literature. Do I still have to provide a proof of English proficiency?

Yes, a proof of English proficiency is still required even though you may have studied English language and literature.

Can I submit reference letters in any other language than English?

No. If the letters cannot be provided in English, certified translations are necessary.

Who can write a letter of recommendation? Does the person need to have at least a PhD?

Yes, it should be one of your professors. The person should be able to judge on your scientific abilities and experiences.

Can I apply if my diploma will be issued after the deadline?

In the event that you will receive your diploma after the application deadline, you should submit the certificate of your latest degree and a copy of your most recent transcript. If you have not yet obtained a degree, please indicate the date when you expect it to be conferred. Candidates who have been accepted to the program need to submit their diploma (or a transcript indicating that the degree has been conferred) before courses start in September. Otherwise, enrolment to the program will not be possible.

Can I apply without a proof of English proficiency?

You should have taken the TOEFL or IELTS test by the time of application. If, however, you do not have the certificate yet, you can submit a screenshot of your test result (if you participated

in the internet-based version).

I do not have transcripts/ records of study – what can I do?

Academic transcripts are records of your academic qualifications. If your university does not issue official transcripts, prepare a list of all lectures, seminars, courses, etc. that you have attended (listed for each term). Add confirmation of your participation in the courses, signed either by the supervisor of the respective course, or by an official of your university (for example, the dean's or registrar's office).

What are certified copies?

Certified copies are copies of your original documents bearing a signature and stamp or seal which indicates that the copy is identical to the original document. Certified copies can be issued, for example by the dean's or registrar's office of your university, the embassy, or a public notary. Please notice that submission of certified copies is NOT required for application but only upon admission to the program. Regular copies are copies of your original documents without additional certification that the copy is identical to the original document. Regular copies are acceptable for the first round of evaluation of your application. Applicants will be asked for certification of relevant documents upon admission to the program.
