Checklist Application - Master Business Administration (M. Sc.)

1. Get information in advance
   - Our Website: https://www.bwl.hm.edu/s/m/msc_bwl.de.html
   - Info-Sessions – please see the dates under „important dates“

2. Choose your Masters’ specialisation
   - 1 Master in Business Administration – but 6 specialisations: (Application is only possible for 1!)
     - Applied Business Innovation
     - Digital Sustainable Procurement and Supply Management
     - Digital Technology Management (100% english-taught)
     - Finance & Accounting
     - Human Resource Management
     - Marketing Management

3. Do I fulfil the admission criteria?
   - **German Bachelor Degree**:
     - Bachelor Betriebswirtschaft (or very similar) with at least 180 ECTS (Theory)
     - with grade 2,59 or better
     - From the above mentioned degree: at least 20 ECTS in economics, maths or statistics
     - VPD (Vorprüfungsdocumentation) issued for Hochschule München for students with foreign degrees* (uni-assist.de before 31.3.!)  
     - Successful Aptitude Test (upon invitation)
   
   Please note: If your Bachelor has 180 ECTS: a 20-week internship is necessary during the Masters’ program.

4. When and where can I apply?
   - the Masters’ program starts only in winter semester (October)
   - Applications are possible from 2nd May till 31st of May via our homepage under “Application”

5. Which documents do I to upload? Nothing has to be sent by mail
   1. Bachelor Degree incl. Diploma Supplement
   2. Transcript of Records with average grade and ECTS credits
   3. Module descriptions if the 20 credits are not obvious from the module title
   4. CV (at least 2 pages)
   5. Foreign degrees: VPD (see next paragraph)

6. What do I need to upload for uni-assist (international degrees)
   - Bachelor Degree + Diploma Supplement or Transcript of Records (if not finished yet)
   - German or English translation of the Bachelor Degree / Transcript of Records
   - Passport

   Nothing has to be sent by mail

All applicants who meet the above mentioned criteria will be invited for an Aptitude Test.

Further questions? Please email us: masterbuero-fk10@hm.edu.