

## FAQ - Aptitude Assessment

- **How do I know if my university degree is sufficient to qualify for admission to this program?**

The admission requirement for our master's program is to have a qualified bachelor's degree of at least six semesters obtained at a national or foreign university or a degree of at least equivalent value. Applicants who have obtained their qualification for postgraduate studies (i.e. a bachelor's degree) in a country outside of the EU/EEA, must have their documents processed by Uni-assist. This preliminary documentation (VPD) informs applicants whether they qualify to study. Please note, the application for VPD via Uni-assist and application for the degree program at TUM are two separate applications. Before applying to TUM, you will need to process your documents via Uni-assist.

- **Do I need to have a certain score to qualify?**

There is no certain score to qualify for applying to our master's program.

- **How to choose the right Excel sheet?**

For choosing the right Excel sheet regarding the number of semesters of your degree program, the standard period of study of your degree program is crucial. That means, if you have studied 7 semesters, but the standard period of study for this degree program is 6 semesters, enter 6 semesters.

- **Which Excel sheet should I use if my study period was longer than 8 semesters?**

Applicants whose undergraduate program had a standard period of study longer than 8 semesters should also use the 200 credit Excel sheet.

- **Steps for completing the Excel sheet:**

1. Firstly, you will need to enter row 16, in order to enable the Bavarian formula to be executed (row 17).
2. The rows 22 and 23 need to consist of only numbers. In other words, you should leave out symbols and letters. Calculation operates only on numbers. For e.g., if your highest possible grade is 5, you enter only the number 5 in the row, not A=5.

In case your grading system is letters, then you should convert the letters into numbers. It is your own choice whether the highest grade would be in the descending or ascending order. E.g. A=1, B=2, etc. or A=5, B=4, etc. In that sense, the lowest possible grade to still pass would be 4 if your highest grade is 1, and 2 if you enter your highest grade as 5.

3. Column H - original grades should follow the concept from the above.

- **What should I enter in the rows 111 and 112?**

*“Grade specified in the preliminary documents (VPD) by Uni-assist”* (row 111) refers to your grade from your preliminary documentation (VPD). Applicants who obtained their degree certificate with the European Credit Transfer and Accumulation System (ECTS) can leave this row empty.

*“Preliminary grade according to Transcript of Records/Diploma”* (row 112) is referring to your final original grade from your Transcript of records.

- **How should I fill the Excel sheet with having only the graded, but not the credit system?**

Applicants whose undergraduate degree programs (often in medicine) did not use a credit system cannot use the Excel sheet. These should upload an assurance that there are no credits in the degree program and the corresponding statute at this point in the online application. For these applicants, the overall grade point average in stage 1 of the aptitude test will then be used.

- **I did not have ECTS credit system but instead credit hours?**

If you had credit hours and not ECTS credits, enter your original credit hours. The calculation will be done automatically and the credit hours will be converted into ECTS credits. Make sure that you beforehand complete row 16, which enables the translation factor (row 17) to be executed.

- **What if I had a percentage grading system?**

In case you had a percentage grading system, this could be an e.g. of your converted grading scheme: if 100% stands for the highest possible grade, enter number 1 in row 22. If 50% stands for the lowest possible grade to still pass, enter number 4 in row 23.

- **I cannot reach the exact sum of 140/180/200 TUM credits. It is either less or above the assigned amount.**

In that case, you should list the last module partly by reducing the number of your original credits until you reach the exact 140/180/200 TUM credits.

- **Do I need to submit the Excel sheet as I have graduated with a bachelor degree from European University with the European Credit Transfer and Accumulation System (ECTS)?**

Yes, you need to submit the excel sheet, although you obtain your degree certificate within the European University. We need this data to calculate the overall grade point average with your best-graded modules.

- **Can I submit a VPD instead of completing the Excel sheet?**

You will need to submit both, a VPD and the excel sheet.

- **Where can I find more information regarding the bibliography for this test?**

Under the 5th academic requirement – see <https://www.sg.tum.de/en/study-programs/prospective-students/application-procedure/>, there is a document "*Overview: Application and Approval*". You can find there a detailed description of the assessment. Unfortunately, there is no specified bibliography for the written exam.

- **What kind of proof of internship do I need to submit?**

The internship requirement is simply that you have completed at least 8 weeks of a practical internship. In the past, applicants have also successfully used work experience to complete the requirement as well. Unfortunately we cannot provide you any specific examples of what such an internship would look like, as internships vary greatly among applicants. If you have any such experience in an internship or work position, then you can prepare a document that includes the following information: your position/responsibilities, the duration of the experience, and a signature/stamp from your supervisor/company.

- **I have two degrees. Which one should I choose for my entrance qualification?**

Since the final grade counts in the Stage 1, it would be best to choose the degree with the best final grade.

- **Are there any guidelines on how to write scientific paper?**

There are plenty of resources on how to write academic paper, therefore we would recommend that you do your own literature research on this topic. Also, you can check out our departments research units – see <https://www.sg.tum.de/en/research/research-units/>. Most of them have a publication section where you can familiarize yourself with current research topics, methodology and structure of the academic scientific paper within a particular research field.