



Application for the “Master International Occupational Safety and Health”

Admission requirements:

- **Completed university degree** (at least 8 semesters/four years, minimum a Bachelor’s degree) in one of the following disciplines: Medicine, Nursing, Kinesiology, Engineering (with specialization in Safety), Psychology, Sociology, Toxicology, Hygiene, Economics and Business Administration, law or another discipline relevant for Occupational Safety and Health
- **At least one year of work experience in the field of Occupational Safety and Health** (for example in international companies, government, research, universities, NGOs and other fields of OSH)
- **Basic knowledge of English**
- For non-Spanish-speakers: a **Spanish language certificate** (equivalent to at least level B2 ELP)

Dates for application:

- **Application for 2017:** from 15th of July 2016 until 15th of September 2016.

Application documents:

- Application form of the Master program: Can be filled out and sent directly online from July 2016.

In addition to the admission application, please send the following documents:

- Written statement of your employer (detailed description of the type and exact duration of your employment)
- One letter of recommendation written by an employer, manager or supervisor in reference to your professional activity (Addressed to: To whom it may concern)
- Spanish language certificate (at least level ELP B2) if your university certificates or university qualifying examination certificates are not in Spanish.
- In case you have ever attended a German university: enrollment certificates of all German universities attended so far





- An up to date curriculum vitae (with calendar dates) (maximum 3 pages)
- If applicable, a marriage certificate or official name change documents
- A copy of your valid passport
- In case you want to apply for an internship: letter of motivation (maximum 2 pages)
- Final secondary-school examinations and a general qualification for university entrance
- All academic transcripts of your **whole** university education
- All University certificates and diplomas in the language of the country where the document(s) were issued *with a Legalization / Certification or Apostille (Hague)*.

Documents in Danish, Dutch, English, French, Icelandic, Italian, Catalan, Spanish, Swedish, Portuguese, Romanian or Latin do not need to be translated.

Important information:

We need to receive all documents listed until the application deadline. Once your application is accepted, we need to prove the original university degrees (Diploma) legalized/ with Apostille during the first attendance module of the master in Latin America.

Students under 30 also need to send the completed form for exemption from compulsory health insurance, "Antrag auf Befreiung der Krankenversicherungspflicht" (German version), as well as a valid certificate of your health insurance in your home country.

You will receive more information about the procedure if your application is accepted.



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Legalization/Apostille:

I. Nationals of countries that subscribe to The Hague Convention (**Argentina, Brazil, Chile, Belice, Colombia, Costa Rica, Ecuador, El Salvador, Honduras, México, Nicaragua, Panamá, Peru, República Dominicana, Uruguay, Venezuela**) should perform the following procedure to obtain the **Apostille**:

1. Request authentication of documentation at the Ministry of Education/ Secretary of General Education or corresponding national authority.
2. Request the Apostille at the Ministry for Foreign Affairs/ External Affairs in your country.

II. Nationals of countries who do not subscribe to The Hague Convention (**Bolivia, Guatemala, Guyana, Haiti, Jamaica, Paraguay, Puerto Rico**) should perform the following procedure to legalize their documentation:

1. Request authentication of documentation at the Ministry of Education/ General Secretary of Education or corresponding national authority.
2. Legalizing documentation at the Ministry of Foreign Affairs/ External Affairs of his country.
3. Legalize documentation in the Consulate/ German Embassy in your country.

For the last three application documents in the list, please take into consideration the specific requirements of the country:

Argentina, Paraguay:

- Título de Bachiller
- Histórico académico/ Certificado de Materias
- Licenciado/ Título profesional

Brasil:

- Conclusao do segundo grau
- Histórico académico/ Histórico escolar
- Bacharel

Chile:

- Educación media/ Enseñanza media y Prueba de Aptitud académica
- Histórico académico/ Certificado de notas
- Licenciatura/ Título



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Colombia, Bolivia, México, Uruguay, Venezuela:

- Bachillerato académico
- Histórico académico/ Historial académico/ Record académico/ Escala de notas/ Certificado de notas
- Licenciatura/ Título académico

Costa Rica, Panamá:

- Título de bachiller/ Diploma de bachiller
- Histórico académico/ Constancia de calificaciones
- Licenciado/ Título profesional

Ecuador:

- Acta de grado
- Histórico académico/ Record académico
- Licenciado/ Título profesional

Guatemala:

- Diploma de bachiller
- Histórico académico
- Licenciado/ Título profesional

Perú:

- Quinto año/ Constancia de Ingreso/ Certificado oficial de estudios de educación secundaria
- Histórico académico/ Concentración de calificaciones/ Constancia de los cursos que se han llevado en el Pre-Grado
- Licenciatura