General Information

The ITECH Team is glad that you are going to apply for the ITECH Master’s program.

Herewith a brief guide to the online application process.

How to apply?

Step 1: Your online application

In order to apply for admission to the Master’s program you need to submit a full set of the required documents to the online application portal not later than 15 February.

Please don’t send any hardcopies to us.
The application portal is only available during the application period from 15 December to 15 February.

Step 2: Pre-selection and interviews by the ICD

If you have passed the pre-selection stage, you will be interviewed by the selection committee. This interview may be a face-to-face or a telephone / Skype interview.
For the intake in winter term interviews usually take place in March.
Please make sure your application documents contain an up-to-date telephone number and email address as we have to contact you in order to make an appointment for the interview.

3. Step 3: Selection, submission of hardcopy documents

The final selection will take place at the beginning of April.
You will be informed of the results as soon as the decision has been made.
If you have been selected, you will be offered a place to study on the MSc. ITECH.

Technical requirements

In order to submit successfully your application you should have some basic devices at your disposal:

- a computer with internet access
- a printer and a scanner in order to upload all required documents
- webcam and skype account for interview

Now you can start your application by following the manual on the next pages.
1. Part: Register in C@mpus – The Management Portal of the Stuttgart University

Please follow the link https://campus.uni-stuttgart.de/cusonline/ee/ui/ca2/app/desktop/#/login?$ctx=lang=en to access the C@MPUS portal.

Register here and create an account.

Welcome to C@MPUS, the Campus Management Portal of the University of Stuttgart

which provides continuous IT Support to the administrative processes involved in academic affairs and teaching.

Students and Employees

log in with your University of Stuttgart user account (ex. ac123456, st987654).

Applicants

that do not already study or work at the University of Stuttgart will first need to register.

Former students who wish to reapply but no longer have an active user account should re-register and then follow the instructions provided in the confirmation email.

Without registering

you can access detailed information about the courses offered at the University of Stuttgart.

Further information

can be found in the documentation.

Please fill in your Master data, then confirm and submit the data.

Please be very precise with entering your data – it cannot be changed afterwards.

Please enter your last name and your first name(s) exactly as they are written in your passport. Your name(s) cannot be changed later on!
You will receive an email in order to confirm your registration.

Thank you very much for your registration!

An email will be sent to mail@icd.uni-stuttgart.de shortly for activating your access to the system.

Confirm by clicking the link in the email you received.

Dear Victoria Baker,

You have registered in C@MPUS and provided the following information:
- First name: Victoria
- Last name: Baker
- Birthday: 07.12.1990
- Address: mail@icd.uni-stuttgart.de

Please confirm your registration through the following link: https://campus.uni-stuttgart.de/casoline/ebsoe/ebnetperson.emailBestattigung?tokene=CDk0zPfYsZ6Jhu1igxkiwqJz7y5jQiwu72Qw57J55y5NpZi83vZ835G

The confirmation link is valid until 14.12.2021 09:45.

During confirmation you will be asked to create a password for your C@MPUS account.

In the case that an account with the exact same registration information and email already exists in C@MPUS, you will be able to access the existing account through the confirmation link and can reset your password.

If you have not attempted to register with C@MPUS please ignore this email.

Best regards,
Your C@MPUS Support Team

Click continue.
Please change the password and continue to complete your registration.

User name: v8zmizbu
Password: **********

Please wait...

Your account is currently being created.
Please add your correspondence address. This is the address you will be living during the semester.

2. Part: Enter your application

This is your “business card”.

To enter your application, click on MY APPLICATIONS.
Enter a new application.

The ITECH programme only starts in the winter semester.

Please read the note regarding the tuition fees.

NOTE: The State of Baden-Württemberg charge tuition fee for international students from non-EU countries (1,500 Euro/semester) as well as tuition fee for a Second Degree (650 Euro/semester). Please find more information here: https://www.student.uni-stuttgart.de/studienorganisation/formalitaeten/gebuehren-und-hilfsgelder/studiengebuehren/
Choose this selection.

Fill in your Personal Data.
Add your Higher Education Entrance Qualification.

Enter your Academic Background.
A summary of your entries will be shown.
Continue with uploading your certificates.

Upload your Higher Education Entrance Qualification / High School Diploma.

Upload your Bachelor’s Degree Certificate
Upload your Transcript of Records.

Download, fill out and upload the supplementary form.
Upload your latest CV.


Upload your Letter of Motivation.
Upload your Certificates of Additional Degrees and Transcript of Records (if you have it).

Upload your Portfolio – max. 10 pages (DinA 4 format, 10 single pages)!
Upload your Proof of English Language Proficiency.

Only students who passed the entirety of their undergraduate studies in Australia, Canada, Ireland, New Zealand or the US or the UK are exempt from this rule.

After clicking continue you will see the overview of your application.

Here you can see which documents are missing.

You can upload these documents anytime but BEFORE 15 FEBRUARY.

DON’T FORGET TO CLICK THE “SEND” BUTTON AT THE END OF THE OVERVIEW!
## Overview - Application number: 1-00329002

**PLEASE NOTE**

This is just a preview for checking your application. Your application has not been submitted yet.

**Please review all your entries thoroughly.** If all is correct, mark the approval checkbox (at the bottom of the page) and click the SEND button to submit the application electronically.

**Please note:**

You will not be able to change any entries of an electronically submitted application. Besides you will not be able to issue a new application for the same study program!

### Start of course

Wintersemester 2021/22

When applying, please consider the upper limit of

- max. 6 undergraduate programmes subject to NC for the first semester.

If you exceed the upper limit with this application you may have to withdraw another application before you will be able to continue with this one.

### Select degree program

<table>
<thead>
<tr>
<th>Type of studies</th>
<th>Master programme</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intended degree</td>
<td>Master of Science</td>
</tr>
<tr>
<td>Degree program</td>
<td>Integrative Technologies and Architectural Design Research</td>
</tr>
<tr>
<td>Entrance semester</td>
<td>1 - Manual admission</td>
</tr>
<tr>
<td>Form of studies</td>
<td>Consecutive master program</td>
</tr>
</tbody>
</table>

### Personal data

- **First name:** Victoria
- **Last name:** Baker
- **Academic degree in front of the name:** Victoria
- **Date of birth:** 07/12/1990
- **Gender:** female
- **Place of birth:** London
- **Country of birth:** United Kingdom
- **Maiden name:** Menges
- **1st nationality:** United Kingdom
- **2nd nationality:**

### Correspondence address

- **Mail delivery c/o:** Pfaffenwaldring 45
- **Postal Code/City:** 70569 Stuttgart
- **Country/State:** Germany
- **Federal state:** Baden-Württemberg
You have to click the send button to submit your application.
After sending you will see your application status.

<table>
<thead>
<tr>
<th>Application - Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant number: 2-08676373</td>
</tr>
<tr>
<td>Application number: 1-00020000</td>
</tr>
<tr>
<td>Course of study: Master of Science</td>
</tr>
<tr>
<td>Start of course: Wintersemester 2021/22</td>
</tr>
</tbody>
</table>

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**Submission of application**

**Status**
- Received electronically
- "Application documents" not checked yet.

**Required documents (for admission)**
- Higher Education Entrance Qualification / High School Diploma
- Bachelor's Degree Certificate
- Transcript of Records (with Cumulative Grade Point Average (CGPA))
- Supplementary Form
- Curriculum Vitae
- Letter of motivation
- Portfolio
- Proof of English Language Proficiency

**Documents stated herein may be included in your application**
- Certificates of Additional Degrees and Transcripts of Records

**Admission**

**Details of the admission procedure**
- Master of Science
  - Integrative Technologies and Architectural Design Research
    - Entrance semester
    - Type of admission: Manual admission

**Results of admission procedure**
- There is no overall decision yet.

**Study place offer**

You can accept or decline a study place only after you have received your admission.

**Enrollment**

At the moment no information is available regarding the enrollment for the study programme at the University of Stuttgart.
Return to your “business card” view by clicking the house symbol in the menu.

To add missing documents click “my applications”.

- My Applications
- Student Dossier
- Study/Home Address

Change Password
Here you now can upload these documents.