

## Application for Admission

### Application and enrollment procedure

- 1) Send the complete application documents as scanned PDF files to [application@pv-master.com](mailto:application@pv-master.com). Certificates and transcripts in languages other than English or German must be accompanied by an official English or German translation. Further documents might be requested in the course of the admission procedure.
  - a. Filled-in application form
  - b. CV in English
  - c. Diplomas and degrees
  - d. Transcript of courses with grades
  - e. Certificates of professional experience
  - f. Signed 1-2 page motivation letter in English, which should contain information on why you intend to study, how the Master Online Photovoltaics adds to your existing knowledge and which benefits you expect for your career.
- 2) The admission committee will decide about your admission
- 3) In case of admission you will receive the enrollment documents with further instructions. Be prepared to send in notarized copies of your documents if requested. Applicants from China, Vietnam and Mongolia must be prepared to hand in an APS (“Akademische Prüfstelle”) certificate from the German Embassies in Beijing, Hanoi and Ulan-Bator, respectively.

I hereby apply for the Master Online Photovoltaics starting in the year 20\_\_\_\_

Candidates with a German university master’s or diploma degree in exact sciences or in engineering, or with an equivalent foreign degree, usually do not need the preparatory courses and therefore start in **October**. Other candidates will start with the preparatory courses in **April**.

I apply for starting in:             April             October

**Personal information**

|                      |                      |                      |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| title                | first name           | surname              |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| date of birth        | place of birth       | nationality          |

sex:  male  female

**Private address**

|                      |                      |                      |
|----------------------|----------------------|----------------------|
| <input type="text"/> |                      |                      |
| street               |                      |                      |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| zip code             | town                 | country              |
| <input type="text"/> |                      |                      |
| e-mail               |                      |                      |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| phone                | mobile               | fax                  |

**Business address**

|                      |                      |
|----------------------|----------------------|
| <input type="text"/> |                      |
| company              |                      |
| <input type="text"/> | <input type="text"/> |
| position             | employed since       |
| <input type="text"/> | <input type="text"/> |
| zip code             | town                 |
| <input type="text"/> |                      |
| e-mail               |                      |
| <input type="text"/> | <input type="text"/> |
| phone                | mobile               |
| <input type="text"/> |                      |
| fax                  |                      |

All correspondence to:  private address  business address

**Academic degree**

|  |                      |
|--|----------------------|
| academic field                           | final grade          |
| degree (e.g.: diploma, bachelor, master) | year of final degree |
| university                               |                      |

If you have a German degree, please indicate which institution issued your degree:

- Universität     
  Hochschule / Fachhochschule     
  Duale Hochschule / Berufsakademie

Credit points for courses you have passed during your previous studies can be transferred to the Master Online Photovoltaics if they covered similar contents. Please name the courses that might be suitable for a transfer to the Master Online Photovoltaics and highlight the respective courses in your transcript of records:

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If you have further academic degrees, please continue on extra sheets.

**Professional career**

The Master Online Photovoltaics requires professional experience of one year or more in PV or other fields. Please give us some information about your employment history.

company

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|--|--|--|

department

from

to

function

Professional experience may be applied to hands-on training courses if it has covered tasks similar to those trained in the courses. Please indicate which hands-on training course(s) might be covered by your experience.

- Solar Cell Processing
  
- Measurement Instrumentation

Please list the tasks that might be applicable to the selected hands-on training course(s) and attach a job description issued by your employer that confirms your list of tasks:

Further employments can be listed on extra sheets.

**Please tick to confirm that you have understood the following important information:**

- The average weekly workload is about 15 hours.
- The teaching language is English. You confirm that you have a level of English that corresponds to level B2 (or higher) of the European Framework of Reference for Languages.
- The University of Freiburg can grant only limited technical support. It is your responsibility to set up and maintain a suitable computer with internet connection that is operating up-to-date versions of the required software. Required software is Mozilla Firefox or Microsoft Internet Explorer with Flash Plug-in. Additional hardware requirements are a headset and a webcam.
- You are aware of the fees for the Master Online Photovoltaics and have secured the required amount of money. The fees for the first two semesters are due before enrollment. The fees for the higher semesters are due before the start of each semester.
  - 1) Administration fee: 500 EUR per semester
  - 2) Course fee for standard courses (i.e. except for 3): 200 EUR per ECTS point
  - 3) Course fee for master's thesis and scientific project: 100 EUR per ECTS point
  - 4) Repetition of an examination: 130 EUR
- There are two short campus phases per year in Freiburg. The University of Freiburg does not cover expenses for travelling to Freiburg nor for board and lodging during the campus phases. It is your responsibility to secure the necessary visa to enter Germany.

**I affirm with my signature that the information I have given is correct.**

|             |           |
|-------------|-----------|
|             |           |
| Place, date | signature |

For further information and assistance do not hesitate to send an e-mail to [info@pv-master.com](mailto:info@pv-master.com).

We would appreciate if you could give us some information on how you got to know about the Master Online Photovoltaics.

**Where did you first come across the Master Online Photovoltaics?**

Information at my workplace

Media/press

Which?

Internet

http://

Promotional event

Where?

Friends/colleagues/acquaintance

Other:

**Contact:**

University of Freiburg  
Master Online Photovoltaics  
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