



Eingang	
Registriernummer	Version 2010/06

**APPLICATION FOR THE RECOGNITION /  
VALIDATION OF FOREIGN CERTIFICATES**

for the purpose of doctoral studies in a Graduate School  
of Excellence at the University of Mainz

Johannes Gutenberg-Universität Mainz, Abteilung Internationales • Incoming, D-55099 Mainz  
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1.

**I am interested in the following Graduate School of Excellence:**

- MAINZ (*MAterials science IN Mainz*):
  - MATCOR (*Strongly Correlated Quantum Systems: Experiments and Simulation on Molecules, Ultra-cold Quantum Gases, and Materials with Strong Electronic Correlations*)
  - POLYMAT (*Polymers in Advanced Technologies*)

2.

**PERSONAL DETAILS (exactly as in passport)**

GRADUATE  
SCHOOL OF  
EXCELLENCE

Surname

Forename(s)

Date of birth                      Gender                      Nationality(Nationalities)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	_____
Day	Month	Year	Male	female	

3.

**CORRESPONDENCE ADDRESS**

c/o

Street, house number

Postcode/ Zip code                      Place and Postal district

<input type="text"/>	<input type="text"/>
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Country                      Telephone/Fax                      E-Mail

\_\_\_\_\_

4.

**HOME ADDRESS (if different from 3.)**

Street, house number

Postcode/Zip code, Place and Postal district

Country  
 \_\_\_\_\_

## 5.

## DETAILS OF PREVIOUS EDUCATION

All certificates concerning studies at an institution of higher education (university) must be presented with official accreditation and officially certified translations in German or English. It is imperative that these are enclosed with this application. Please write in block capitals.

Education	From – until (month / year)	Your certificates
<p>▶ <b>School education</b> (University see below ↓)</p> <p>Length of school education (Primary school until completion of high school)</p>	<p>_____</p> <p>_____</p> <p>_____</p>	<p>_____</p> <p>_____</p> <p>_____</p>
<p>▶ School leaving certificate</p>	<p>Date:</p> <p>_____</p>	<p>Original name of qualification: e.g. Baccalauréat, Lise diploması, Maturität</p> <p>_____</p> <p>Country:</p> <p>_____</p>
<p>▶ <b>University education</b> Within and outside Germany</p>	<p>from – until (month / year):</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Subject area, place and country:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>▶ 1. Degree</p>	<p>Date:</p> <p>_____</p>	<p>Original name of qualification e.g. Bachelor, Licence, Lisans</p> <p>_____</p>
<p>2. Degree</p>	<p>Date:</p> <p>_____</p>	<p>Original name of qualification: e.g. Master, Maîtrise, Yüksek Lisans</p> <p>_____</p>
<p>3. Degree</p>	<p>Date:</p> <p>_____</p>	<p>Original name of qualification: e.g. Master, Maîtrise, Yüksek Lisans</p> <p>_____</p>

Official accreditation (State law on the accreditation authority GVBI 21.07.78 and changes)

In the Rhineland-Palatinate, an officially accredited copy can only be made by the following public offices: Town mayors and chairpersons of parish councils, local authorities and town administrations (town hall), county councils, courts, notaries. Certificates in foreign languages can lead to difficulties. Please discuss this with your country's embassy or consulate.

Certified accreditation may not be made by: charities, clergy, health insurance offices, banks, building societies, AstA, the student union, Studentenwerk etc.

Schools, state Studienkollegien or universities may only accredit certificates which they themselves have issued.

Outside Germany, the following places have the authority to make official accreditation: diplomatic representatives of the Federal Republic of Germany and authorities who have the same power of accreditation in their own country.

A copy of an officially certified copy must itself be officially certified.

Qualification grades

If the pattern of grades used on the qualifications are not listed at [www.anabin.de](http://www.anabin.de), a certificate from the awarding body must be enclosed showing the best (= highest) and lowest possible pass marks. This certificate must be presented as an officially certified copy in the original language and as an officially certified copy in translation (German or English).

- I confirm that I have enclosed completely my qualification certificates as certified copies with grade lists. If the original language on my certificates was not German, English or French, I enclose official translations in either the German or English language. I have also enclosed documentation regarding courses that I have failed or not completed.
- I confirm that I have not enclosed original certificates as I understand that the University of Mainz can take no responsibility for the loss or damage of these documents. If it should become necessary for an original certificate to be seen, the University of Mainz will contact me.
- I hereby declare that I am in agreement with my qualifications from my native country being checked if the University of Mainz has any doubt about their authenticity.
- I hereby confirm that I have completed all requirements in full and truthfully to the best of my knowledge and conscience. I am aware that deliberate or accidentally false applications are illegal and will not lead to recognition or, if discovered subsequently, will lead to withdrawal of recognition.
- I am in agreement with the University of Mainz saving my data electronically, insofar as this is necessary for the recognition accreditation. Saved data are completely subject to the currently valid data protection regulations of the Rhineland Palatinate.

➤ \_\_\_\_\_

Place	Date	Own signature

filled in by the applicant!

**Direkter Hochschulzugang**

<input type="radio"/> ohne Fachbindung	<u>ohne Fachbindung nach</u>
<input type="radio"/> fachgebunden für Sprachwissenschaften, Geisteswissenschaften, Rechtswissenschaften, Wirtschaftswissenschaften	<input type="radio"/> Schulabschluss <input type="radio"/> Uni-Abschluss
<input type="radio"/> fachgebunden für mathematisch-naturwissenschaftliche Fächer, medizinische Fächer	<input type="radio"/> HAP _____
<input type="radio"/> fachgebunden für technische Fächer	<u>Fachbindung nach</u>
<input type="radio"/> Fachbindung analog des Studienkollegkurses M T W G S oder _____	<input type="radio"/> Schulabschluss <input type="radio"/> HAP
<input type="radio"/> fachgebunden für _____	<input type="radio"/> _____ Studienjahr(en) <input type="radio"/> Uni-Abschluss

<input type="radio"/> Gruppe / Série _____	<input type="radio"/> Goldmedaille
<input type="radio"/> Schule _____	<input type="radio"/> Silbermedaille
<input type="radio"/> Note > _____ %	<input type="radio"/>

to be

**Aufbaustudium formal möglich;** Durchschnittsnote für das Aufbaustudium \_\_\_\_\_

**Promotion formal möglich;** Durchschnittsnote für die Promotion \_\_\_\_\_

eine Abschlussarbeit wurde nicht nachgewiesen  Auflagen: \_\_\_\_\_

Not

**Notenberechnung, HZB-Note** \_\_\_\_\_, \_\_\_\_\_ Gr. I fachgebunden HZB-Datum Gr. I fachg. \_\_\_\_\_

\_\_\_\_\_ Gr. I alle Fächer HZB-Datum Gr. I alle F. \_\_\_\_\_

Noten des/r [ersten] \_\_\_\_\_ Studienjahre(s) nicht ermittelbar, HZB-Datum Aufbaustud. \_\_\_\_\_  
daher wurde die Gesamtnote des Studiums berücksichtigt HZB-Datum Promotion \_\_\_\_\_

<i>Note des Schulzeugnisses</i>		
Gesamtnote _____	Max _____	Min _____
<i>Note des 1. Studiums</i>		
Gesamtnote _____	Max _____	Min _____
Notenberechnung erfolgte aufgrund von 1 2 3 4 5 Studienjahren oder des Abschlusszeugnisses		
<i>Note des 2. Studiums</i>		
Gesamtnote _____	Max _____	Min _____
Notenberechnung erfolgte aufgrund von 1 2 3 4 5 Studienjahren oder des Abschlusszeugnisses		

**Bemerkungen**

Intern

für die Anerkennungsurkunde \_\_\_\_\_

**Bearbeitung**

Bearbeitung länger, da \_\_\_\_\_

ZAB am \_\_\_\_\_  Reklamation am \_\_\_\_\_  Echtheitsüberprüfung am \_\_\_\_\_

Mainz

Datum

Unterschrift der/s Sachbearbeiterin/s