

Logistics – International Management & Consulting MBA

Checklist for applicants without university degree

Please send the following documents by post:

1. **Online application via online portal zfh**
as a printout with your signature on it

2. **Curriculum Vitae (CV), e.g. europass CV**
Please include a photo (this can be a scanned photo), date and signature

3. **Letter of motivation**

4. **University entrance qualification (certified copy!)**
(e.g. Abitur, A-level, or any other qualification that enables your entry to a university)

5. **Proof of work experience for at least three years after your university degree**
in business administration, technology or IT
This can be an employer's reference, letter of recommendation, ...

6. **Certificate of English proficiency**
(at least level C1 CEFR/ IELTS score 7/ TOEFL score 95/ CAE, or other)
If you do not have proof of your English language skills a chargeable test can be taken at the Hochschule Ludwigshafen

7. **Certificate of de-registration** (all of your previous enrolments at a university in Germany)
Certificate of non-objection (only in case you dropped out of a university in Germany)

8. **Certificate of health insurance**
if you are younger than 30 years

9. **Residence permit or Schengen visa** for the in-class periods (if required)

If you meet all the above mentioned requirements, we will invite you to an admission test.