

Checklist for Application & Enrolment Winter semester 2025/2026

There are admission restrictions (**NC procedure**) for the following degree programmes

- Physician Assistant
- Social Work
- Business Psychology (bachelor and master).

Study places for these bachelor's degree programmes are allocated as part of the dialogue-oriented service procedure (Dialogorientiertes Serviceverfahren – DoSV) of the Foundation for University Admission (Stiftung für Hochschulzulassung) via <https://hochschulstart.de>.

The number of places on the Bachelor's programme in **Software Design International** and the Master's programme **International Management** may be limited for non-EU applicants depending on demand.

All other degree programmes are **admission-free**, meaning that there is no NC. However, certain degree programmes require specific qualifications or admission requirements to be met. For example, master's degree programmes require a certain final grade in a bachelor's degree programme and, in some cases, a selection process must be completed. If you are applying for a higher semester, you must also observe the special conditions for admission.

Please note your access data and application numbers here and keep them safe for the entire application process.

Registration in the CampusPortal Technische Hochschule Aschaffenburg https://hisinone.th-ab.de	
User name _____	Application number _____ (to be found on the CampusPortal under „Personal information“)
Password _____	

Contact

Student Services

for questions about application and admission

Phone: 06021/4206-351

email: studienbewerbung@th-ab.de

General student advisory service

for questions about the choice and the progress of study

Phone: 06021/4206-755

email: studienberatung@th-ab.de

Checklist for degree programmes without restricted admission

Phase	Application & Enrolment – Step by step
Application Start: 2 May Deadlines at www.th-ab.de/bewerben Midwifery: 1 February to 31 March	<p>1 Online application via our CampusPortal https://hisinone.th-ab.de</p> <p>In particular, please keep the following documents ready for upload in PDF format:</p> <p>For a Bachelor's application:</p> <ul style="list-style-type: none"> • chronologically complete curriculum vitae in tabular form • University entrance qualification; in the case of foreign educational qualifications, additionally the preliminary review documentation (Vorprüfungsdokumentation, VPD) from uni-assist • if applicable, registration and de-registration certificates of German universities • any language examinations required <p>→ For applications to higher semesters, the application for recognition of study and examination achievements with attachments must also be submitted in writing!</p> <p>For a Master's application:</p> <ul style="list-style-type: none"> • chronologically complete curriculum vitae in tabular form • University degree certificate and diploma of previous studies • if the certificate is not yet available, a current transcript of records with provisional grade point average • in the case of foreign educational qualifications, additionally the preliminary review documentation (Vorprüfungsdokumentation, VPD) from uni-assist • if applicable, registration and de-registration certificates • any language examinations required <p>2 Track application status via the CampusPortal. There you will also be informed about missing documents. In the case of status changes, you will also receive a notification by email.</p>
Admission after processing your documents	<p>3 Access, save and print the notification of admission via the CampusPortal. In the notification of admission, you will find the deadlines for enrolment and the documents to be submitted.</p>
Enrolment Period see notification of admission	<p>4 First, you go through the online enrolment process via our CampusPortal.</p> <p>The following further steps are then required:</p> <ul style="list-style-type: none"> ▪ Upload of documents, a. o.: Scan of the identity card/passport, digital passport photo ▪ Health insurance: You must submit the digital notification (so-called M10 notification) to a German statutory health insurance provider. ▪ Bank transfer: You will find the transfer details for the student services fee ("Studierendenwerksbeitrag") of 70 euros in the CampusPortal after online enrolment. <p>In the CampusPortal you will also find information on the other documents to be submitted: for example, a practical training contract is required for cooperative degree programmes and, in the case of midwifery, a certificate of health ("Gesundheitszeugnis") and an extended certificate of good conduct ("erweitertes Führungszeugnis") are also required.</p>
Beginning of studies 1 October	<p>5 You will receive your access data for the IT systems of the TH Aschaffenburg as well as your Student ID card, the CampusCard.</p> <p>You will find all important information on the procedure for your beginning of studies close to the start of the semester at www.th-ab.de/erstsemester.</p>