



How to apply at Osnabrück University of Applied Sciences

CENTER FOR INTERNATIONAL STUDENTS





HOW TO USE THE ONLINE PORTAL “MY ASSIST”



1. [Register](#) on “My assist”.
2. Fill in your **applicant information and educational history** on My assist.
3. Select your university and the chosen course under **course catalogue**.
4. Choose your desired course of study. Make sure that you answer all questions without omissions.
5. Please upload each document **only once**. Give your documents an unambiguous name in German or English.



APPLICATION PROCESS WITH UNI-ASSIST

Website of the uni-assist

- <https://www.uni-assist.de/en/>.

First time at uni-assist?
→ Then you have to register first!

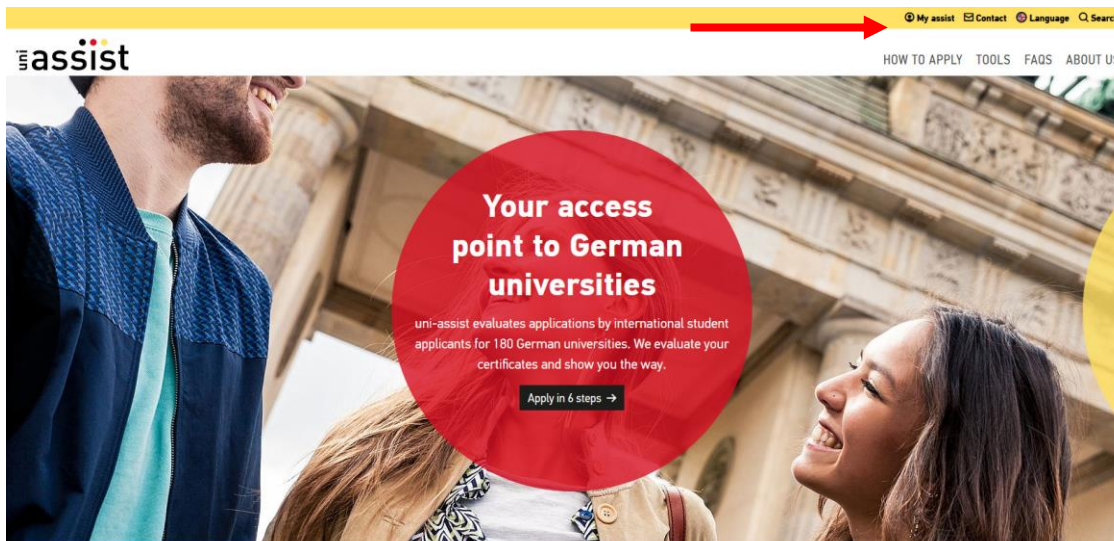
- <https://my.uni-assist.de/login>

Do you already have a uni-assist account? →
Then just log in.

- <https://my.uni-assist.de/login>

After logging in,
complete following
information:

- Personal information
- Contact information
- Educational history



QUICKI INKS



Next step: filling in following section, then click „search“



Search courses of study

Semester

University

Federal state

Type of degree

(Partial) courses of study

- All Courses of study Partial courses of study

uni-assist responsible

- All Yes No

Online-only application

- All Yes No

TestAS obligation

- All Yes No



Next step: After selecting the study program, please select this basket



MY ACCOUNT ▾ MY APPLICATIONS ▾ MY INBOX  (1)

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COURSE CATALOGUE

Search criteria

Semester

Winter Semester 2025/2026 x

University

Hochschule Osnabrück x

Federal state

Niedersachsen x

Type of degree

Master x

(Partial) courses of study

- All Courses of study
 Partial courses of study

uni-assist responsible

- All Yes No

Online-only application

- All Yes No

TestAS obligation

- All Yes No

Reset

Simple search

Total number of courses of study : 3

Winter Semester 2025/2026

Design Entrepreneurship

Master of Arts (M.A.) Konsekutiv
Hochschule Osnabrück

Admission type: Local admission restrictions
(Orts-NC)

Show details

Select

International Business and Management (Master) (non EU/non EWR)

Master of Arts (M.A.) Konsekutiv
Hochschule Osnabrück

Admission type: Local admission restrictions
(Orts-NC)

Show details

Select

Management in Nonprofit-Organisations (non EU/non EWR)

Master of Arts (M.A.) Konsekutiv
Hochschule Osnabrück

Admission type: Local admission restrictions
(Orts-NC)

Show details

Select


1



MY SELECTION LIST

Please answer all mandatory questions (marked in red). Only then will you be able to submit your application.

Winter Semester 2025/2026

| | |
|---|---|
| <p>International Business and Management (Master) (non EU/non EWR) Master of Arts (M.A.) Konsekutiv Hochschule Osnabrück</p> <p>Show additional application-related questions (unanswered mandatory questions)</p> <p>Show details</p> | <p>Application for 1st semester</p> <p>Admission type: Local admission restrictions (Orts-NC)</p> <p> Remove</p> |
| <p>Handling fees</p> <p>Online-only application: For this application, the university accepts an online-only application for uni-assist's pre-check. Simply upload all the required documents to your My assist account. In some cases, you will need to submit further documents and/or officially certified copies to the university later.</p> <p>Upload my documents</p> | <p>EUR 75.00</p> |

SUBTOTAL (VAT included) **EUR 75.00**

Credit **EUR 0.00**

TOTAL (VAT included) **EUR 75.00**

Selected courses of study: 1

[More about fees and payment](#)

[Choose payment option](#)

You pay the handling fees when you submit your application in My assist. Uni-assist is unable to evaluate your application before you have paid the [handling fees](#) in full. Make sure that you submit your application as early as possible. Your complete application and payment must be received by uni-assist within the [application deadline](#).



UPLOAD DOCUMENTS

If you want to upload documents, please note the following:

- You can only **upload pdf files**.
- Each file can be a maximum of **10 MB in size**.
- A firewall may be preventing the uploading of your documents. If so, you will receive the error message “Bad Request”. Disable your firewall or try to upload the files from a different computer.
- Documents you have uploaded cannot be deleted. Do you want to update certain documents? Then simply upload a newer version. We will then take the newest version into consideration when processing your application documents.

🏠 MY ACCOUNT ▾ MY APPLICATIONS ▾ 📁 (2)

Application overview

Documents



UPLOAD DOCUMENTS

DOCUMENTS

How you can help us evaluate your documents faster:

- Please only upload PDF files (max. 10 MB per document).
- Please sort documents with several pages before uploading them (e.g. transcript).
- Please upload different documents in different files (e.g. school certificate and copy of passport).
- Please upload each file only once and choose a suitable file name (e.g. Diploma bachelor).

Please note: uploaded files cannot be deleted.

Mustermann_Max_Passport.pdf

Select

Passport

Upload file

Please note that the application is only electronically, and you simply upload all documents on the uni-assist portal. In case a study place is offered, all the international credentials must be submitted as certified copies directly at our university.



WHAT DOCUMENTS MUST BE SUBMITTED TO UNI-ASSIST?

- Your signed application form on the uni-assist [online portal](#) and the following documents that you can find in the [Checklist](#) of the study program International Business and Management M.A.

APPLICATION DEADLINE

Please note the upcoming application periods for our Master's program in International Business and Management. Applicants are required to apply based on their educational background and nationality:

- **Non-EU applicants with foreign degree** apply via [uni-assist](#) from Februar 1 to April 1, 2025
- **EU applicants with foreign degree** apply via [uni-assist](#) from May 1 to July 15, 2025 July 15, 2025 - It is recommended to submit your application in June to ensure that uni-assist forwards it on time.
- **All applicants with German degree** apply via the [Osnabrück University of Applied Sciences application portal](#) from May 1 to July 15, 2025



If you have questions regarding your application, please check the [FAQs](#) first: For each of the 6 application steps, uni-assist answers the most common questions.



FAQS

Apply online

- ↳ General information
- ↳ Application
- ↳ Upload
- ↳ Password
- ↳ Making changes or deletions
- ↳ Status

Uni-assist checks whether the academic admission requirements for Osnabrück University of Applied Sciences have been met. The decision of whether to admit the prospective student will be made by Osnabrück University of Applied Sciences. Uni-assist does not provide information about studying at Osnabrück University of Applied Sciences.

QUESTION ON THE STUDY PROGRAM AND ADMISSION PROCESS, PLEASE CONTACT:



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