

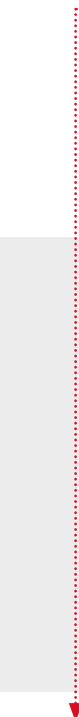
DoSV in 6 steps



Get information in advance



Plan your application



At each university of your choice:

- Find out if uni-assist is responsible for handling your application.
- Get information on courses offered.
- Check if the hochschulstart.de procedure (DoSV) applies for your chosen course of study.
- Check admission criteria.
- Check application deadlines.

Note:

You can also find out whether the hochschulstart.de procedure (DoSV/dialogue-orientated service procedure) applies by visiting the online portal My assist. If the procedure applies, this will be noted within the online application for your chosen course.

Would you like to reapply?

Please read our guidelines at uni-assist.de under "reapplying". This will make your new application even easier.

At uni-assist.de:

- Note information on deadlines and processing times.
- Read notes on hochschulstart.de procedure (DoSV).

Note:

Apply with uni-assist **as early as possible**, ideally at least 8 weeks before the university's application deadline expires.



Assemble your documents

- Obtain the documents required by the university.
- Check documents and **information country by country** at uni-assist.de.
- Have documents translated by a court-certified translator.
- Obtain certified copies of certificates and of translations etc.
- Make digital copies of application documents.

Note:

We need your certificates in their original language. If your certificates were not issued in German or English, we need an **additional** certified translation into German or English.

You only need to submit your documents **once**, no matter how many universities you wish to apply to.



Apply online

Register at hochschulstart.de:

- Registration: dosv.hochschulstart.de
- Wait for the confirmation e-mail and click on the activation link.
- Log in and copy the ID Numbers BID (applicant identification number) and BAN (applicant authentication number) under "My Data".

Apply via the online portal **My assist**:

- Register with the online portal My assist.
- Create an online application for each chosen course.
- State BID and BAN in your online application.
- Upload your documents.

Note:

Without the correct BID and BAN, we will be unable to forward your application to universities.



Pay all fees



Send & Track

uni-assist e. V.
11507 Berlin
GERMANY



Manage your application and accept letter of admission

At uni-assist.de:

- Check handling fees and payment options

In My assist:

- Pay the handling fees for all applications.

Note:

We are unable to process your application before you have paid the handling fee.

Send:

- Put all certified document copies into an envelope.
- Add the required postage and send to uni-assist by post.

Track:

- After we receive your payment and your application: you will receive confirmation of receipt by e-mail.
- After about 4-6 weeks: the status in the online portal will change and you will receive the result of our evaluation by e-mail and letter.
- Read the evaluation result carefully: is everything in order or are documents missing?
- If documents are missing, please submit them before the application deadline.

Using hochschulstart.de:

- Choose priorities: set an order of preference for your chosen courses.
- Check the status of your applications.
- Accept an offer of admission.

Note:

After a positive evaluation, uni-assist automatically forwards your application to the universities in electronic form. The university of your choice decides on your admission. You can find out on hochschulstart.de if you have been accepted into one or more courses and will be able to accept the offer immediately.