

A grey background featuring a complex, white circuit board pattern. The pattern consists of numerous interconnected lines and nodes, resembling a microchip or a network diagram.

U N I K A S S E L
V E R S I T Ä T

MASTER OF ARTS

Global Political Economy and Development

ADMISSION
REQUIREMENTS

APPLICATION
PROCESS

APPLICATION
CHECKLIST

for applicants to master program who
hold a degree acquired outside of
Germany



ADMISSION REQUIREMENTS

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V E R S I T Ä T

for applicants to master program who hold a degree acquired outside of Germany

In order to qualify to study in the master's program, you must meet the following minimum requirements for admission into the program. If you do not meet these minimum requirements, you will not be considered for the program. Furthermore, meeting the minimum requirements is not grounds alone for admission into the study program.

Completed Bachelor Study^{1 2}

In social sciences, social, cultural or political science, economics, law or a related field with a studyperiod of at least 6 semesters.

B.A. Final Grade of 2,5 in German Grading System

An equivalent to 2.5 in bachelor's studies according to the German grading system (not replaceable by the final grade of another completed master's degree).

Minimum of One Year of Social-Political Engagement

A total of at least one year of practical socio-political experience (e.g. in politics, extra-curricular university activities, volunteering, or in policy-oriented civil society organizations) it can be paid or voluntary and does not need to be full time.

Proof of English Level

Document certifying you have the proper command of English (level C1 according to the Common European Framework of Reference for Languages – CEF); can be demonstrated by formal examination or letter certifying that bachelor study was completed in English.

Statement of Purpose/Motivation Letter

see Checklist of Application Documents for more information



1 If you do not yet have a bachelor's degree certificate at the time when you apply, please submit the following evidence:

- Provisional subject and grade summaries for your current course and
- the written confirmation of your performance in your studies, which must be completed and signed by your current examination's office.

2 You must have already completed and passed at least 80% of the work needed to obtain your degree at the time when you make your application. This means 144 of 180 credits or 168 of 210. You must also present evidence of your acceptance for your bachelor's degree dissertation (if applicable) that states the date when you have to submit it.

APPLICATION PROCESS

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The following is a diagram of the expected application process from beginning to end. Please note that we do not accept admissions on a rolling-basis (i.e. application are reviewed and decisions are made as applications are received). Rather, all applications are assessed at the same time. Therefore, final application decisions may be received quite some time after the initial application has been submitted.

Preliminary Assessment

In this optional step, applicants may send in their application packages to be reviewed by the coordinator team. Coordinators will examine the application to see if 1) it is complete and 2) if students meet the minimum requirements to be admitted to the program. **THIS STEP IS NOT REQUIRED BUT OPTIONAL.** (The review of the documents does not guarantee acceptance to the master's program).

Uni-Assist Application

In order for your application to be reviewed by the Master's program selection panel, it must first be reviewed by Uni-Assist. A full application package should be filled through their online portal, the application fee should be paid, and the full application should be mailed to them to determine whether it can be forwarded to the university or not.

Selection Panel – Admission Decision

If your application is accepted by Uni-Assist, they will then forward on the application to the University of Kassel where the selection panel will review your application, along with all applications received. Once all applications have been reviewed and a decision has been made on your application, you will be notified.

Waiting on Application Decision

Because the process between you submitting your application and the selection panel reviewing and deciding on your application, it may take some time before you hear back on your application.

Confirming Offer

If your application passes both the Uni-Assist review and the selection panel review, you will be notified by the GPED Coordination Office and then by the Masters office of the University of Kassel by email. You should receive an Offer of Admission letter, which states that you can be admitted to the program once you have completed all the steps for enrollment.

Enrollment Uni-Kassel

The final step of application process, if you have received an admission offer from the university, you will need accept the offer and complete the steps to enrollment, which the Masters office will inform you of.

CHECKLIST OF APPLICATION DOCUMENTS

for applicants to master program who hold a degree acquired outside of Germany³

For a successful application to the program, you must upload all the documents listed below to your online application via uni-Assist. In addition, your complete application should be submitted by post to uni-Assist by the final application deadline.

Motivation Letter

It should demonstrate the clear link between your academic background, your social-political engagement, your career plans, and it should discuss a specific problem constellation of Global Political Economy and Development (max 3 pages).

One Year Voluntary/Paid Social-Political Engagement

A total of at least one year of combined social-political engagement (paid or voluntary) that is demonstrated by a certificate or letter of reference confirming participation and stating dates of involvement and duties; engagement can include jobs, internship, membership in political or social organization or involvement in a social or political project.

Curriculum Vitae

Listing your academic, career and achievement history; ideally in chronological - tabular format

Proof of English Level

Document certifying you have the proper command of English (level C1 according to the Common European Framework of Reference for Languages – CEF); can be demonstrated by formal examination or letter certifying that bachelor study was completed in English.

Bachelors Certificate¹

Final certificate stating completion of study program.

Final Transcript of Bachelor Study¹

In original language listing all subjects and grades and containing a description of the university grading scale

Secondary School Leaving Certificate^{1 2}

Final certificate demonstrating that you have completed a secondary study; typically, a secondary school or high school certificate/transcript.

University Entrance Examination^{1 2}

Qualifying examination that demonstrates that you are eligible to study at the university level (i.e. A levels); this can be fulfilled with the provision of Bachelor's degree certificate/transcript

¹ All documents must be submitted in original language and be an official copy. If original document language is not English or German, the document must be sent with a certified translation in either English or German. See here: <https://www.uni-assist.de/en/how-to-apply/assemble-your-documents/certified-copies-and-translations/> for more information.

² This program does not require the submission of admission scores such as GMAT, ACT, etc. This requirement only applies to some countries where an official exam must be taken to be able to study at the university level.