

# Guide for the application to B.Sc. in Mechanical Engineering (International) via the KIT Online Application Portal

This step-by-step guide shows you how to apply to the B.Sc. Program in Mechanical Engineering (International) via the KIT Online Application Portal. You can apply between December 2024 and April 30<sup>th</sup>, 2025 for a start in the winter semester 2025/2026.

Please have all your documents (High School Certificate / Transcript of Records, English Language Proficiency Proof, SAT, Motivation Letter and optional documents) ready as electronic PDFs to be uploaded onto the portal.



Click on the link or follow the QR Code on the left in order to get started with your application for B.Sc. in Mechanical Engineering (International):  
<https://bewerbung.studium.kit.edu/prod/campus/Portal/Start?l=en>

After selecting the study offer *Mechanical Engineering (International)*, you will be requested to prepare the application documents for upload.

**Important note:** Please always “save” your input before you choose “next” category!

## Start your application

Single subject application procedure Mechanical Engineering (International) BSc (1. FS) (first semester) - Bachelor an Universitäten - Released

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### Information about the study offer

The Bachelor's program Mechanical Engineering (International) is an independent English-language B.Sc. program of the KIT, which can be followed up with an English-taught Master's program in Mechanical Engineering. It combines classical general Mechanical Engineering with international components.

This program has been designed specifically for international students who do not speak German, yet want to pursue engineering studies at a leading German Technical University. In addition, the engineering courses are combined with a high level of additional services comparable to a college structure known from the Anglo-American university system. These additional services are organized by the Carl Benz School of Engineering of the KIT. For further information regarding details on the application process please contact: [admissions@carlbenzschool.kit.edu](mailto:admissions@carlbenzschool.kit.edu) ☎; Phone: +49 721 608 4 7901

[www.carlbenzschool.kit.edu](http://www.carlbenzschool.kit.edu)

### Program Information

Please prepare the following documents for upload:

- High School Transcript of Records
- School Leaving Certificate (if available)
  - All required certificates must be submitted by October by the enrollment deadline at the latest

Please choose “next” and you can start with your official application for Mechanical Engineering (International).

## 1. Applicant Detail

Please note that the fields marked with \* are mandatory fields. You cannot proceed without filling them out. The field town/county can be filled with a “-“ (Unless you live in Germany, then you can fill it out.)

### Student ID (internal applicants only)

Mandatory fields \*

Please enter your Student ID if you have already enrolled at our university.

KIT Student ID

### Personal information

Mandatory fields \*

**Form of address \***

**First name \***

Middle name(s)

**Name \***

**Gender \***

Name at birth

**Date of birth \***

**Place of birth \***

Country of birth

**1st Citizenship \***

2nd Citizenship

**Kind of graduation \***

**Country of entry qualification \***

### Address information

Mandatory fields \*

Additional info

**Street and street number \***

**ZIP \***

**Town \***

**Town/county \***

Region / State

**Country \***

### Contact information

Mandatory fields *	
<b>Email *</b>	<input type="text" value="max.mustermann@xxxx.de"/>
Phone (work)	<input type="text"/>
Mobile (private)	<input type="text"/>

### Health insurance

Mandatory fields *	
Insurance status	<input type="text" value="-"/>
Health insurance	<input type="text" value="-"/>
Health insurance number	<input type="text"/>

## 2. „Hochschulzugangsberechtigung“ (HZB): Entry qualification international

### Entry qualification international

Mandatory fields *	
Country of entry qualification	<input type="text" value="Germany"/>
District of entry qualification	<input type="text" value="München"/>
Diploma type	<input type="text" value="-"/>
Name of SLC	<input type="text" value="-"/>
<b>Acquisition date *</b>	<input type="text" value="05/01/2022"/> <input type="text" value="24"/>
Name of school	<input type="text"/>
Scored points SAT general	<input type="text"/>
Scored points SAT physics	<input type="text"/>

**All available documents** must be uploaded here. Should you have any recommendation letters available, they can be submitted here as well.

If you do not have an SAT Test available, please submit an empty PDF file.

The English Proficiency document must be submitted in the category “English Language Skills”.

**official transcripts (of the last 2 school terms) (pdf)**

Required attachment for application

+ New document

**motivation letter (pdf)**

Required attachment for application

+ New document

**SAT score (official document) (pdf)**

Required attachment for application

+ New document

**final school leaving certificate (if already available) (pdf)**

Required attachment for enrollment

+ New document

**activities and qualifications (internships, awards, projects, work experience, memberships of student associations, etc.) (pdf)**

Optional attachment

+ New document

**official document of the school about the grading scale (if not indicated on the official transcripts) (pdf)**

Optional attachment

+ New document

**document issued by the school about the anticipated school leaving certificate (original title) (pdf)**

Optional attachment

+ New document

➔ “Save” and continue to the next category.

### 3. Past courses

Please fill in the information about your past studies. If you have not studied before, please select “No previous study periods existing” and continue to the next category.

**Information about past study periods**

	Mandatory fields *
<b>Study periods *</b>	<input type="text" value="No previous study periods existing"/>
Number of semesters enrolled at german colleges	<input type="text"/>
Additional semesters at preparatory college	<input type="text"/>

### Former studies [1]

Mandatory fields \*

Kind	<input type="text" value="-"/>
State	<input type="text" value="-"/>
Institution	<input type="text" value="-"/>
Degree	<input type="text" value="-"/>
Inscribed from	<input type="text" value="24"/>
Inscribed to	<input type="text" value="24"/>
Regular semester	<input type="text"/>
Placement semester	<input type="text"/>
Semester on leave	<input type="text"/>
Major	<input type="text" value="-"/>
Second major	<input type="text" value="-"/>
Third subject	<input type="text" value="-"/>
Graduated	<input type="text" value="Studies were canceled/are canceled"/>
Final mark	<input type="text"/>
Graduation date	<input type="text" value="24"/>

Have you already taken part in a university-administered examination?

Have you finally failed to pass an examination in this degree course?

Have you failed to take the orientation exam, preliminary, interim or final examination on time and lost your examination eligibility?

➔ “Save” your input and choose “next”.

## 4. Occupations

During the course of studies, there is a restriction according to the State Higher Education Act (LHG) regarding professional activities accompanying studies. If you plan to work more than an average of 80 hours per month during your studies, this must be indicated here. The information given here is not relevant for the evaluation of your qualification for the study program. Please indicate any work experience that you consider to be additional qualifications in the module “Extracurricular activities / additional qualifications”.

### Jobs and practices



➔ “Save” your information and choose “next”.

## 5. English Language Skills

### Language skills (English)

Mandatory fields \*

English language skills

### language certificate, one of three options: TOEFL, IELTS, English proficiency certificate (issued by school) (pdf)

Required attachment for application

Mandatory fields \*

File 6901092\_MEI\_4\_2021-12-22-09-57-20.pdf

Remark

Mandatory fields \*

File 6901092\_MEI\_4\_2022-01-04-09-12-17.pdf

Remark

- ➔ Choose your kind of English language proof and upload the document.
- ➔ "Save" your input and choose "next".

## 6. Special purpose application

You have the option of submitting special applications in addition to your normal application. These requests are governed by the Ordinance of the Federal Ministry of Education and Research on the Allocation of Study Places in Admission-Restricted Study Programs by the Universities of Baden-Württemberg, as well as the Admission and Enrollment Regulations of the KIT (see official announcements). **Special applications are subject to strict requirements. Please check whether you meet the requirements for a special application before adding it, using the explanations on the right.**

The following special application types are only available for bachelor's degree programs with restricted admission (1. Semester):

- Preliminary selection
- Disadvantage compensation / Improvement in waiting time
- Disadvantage compensation / Improvement in the average grade

The following special application types are permitted for all admission-restricted study programs (only 1st semester):

- Hardship application
- Local binding in the public interest

**Please note that the special application and all supporting documents relating to the application must be received by the university in due time with your application for admission to the study program so that it can be taken into account in the award procedure.**

**Invalid applications will not be processed!**

- Multiple entries are possible by clicking on the "new" symbol.

- ➔ "Save" your information and choose "next".

## 7. Additional information

Please fill in the requested information about “Where did you hear about the Carl Benz School?”. You can choose available options via the dropdown menu. This information helps our team to optimize where prospective students can find us.

→ “Save” the input and choose “next”.

## 8. Additional Documents

### Application Documents

If additional documents are required from you to submit your application, they are listed below.

If no documents are requested below, please click "Next" to continue with an application.

If there are any documents required for enrollment listed below, please attach them using the upload function and click "End".

If you have already uploaded files you can reuse them. In doing so a copy of the already uploaded file is created automatically. Please note that you can submit your application only after you have uploaded all required documents for admission.

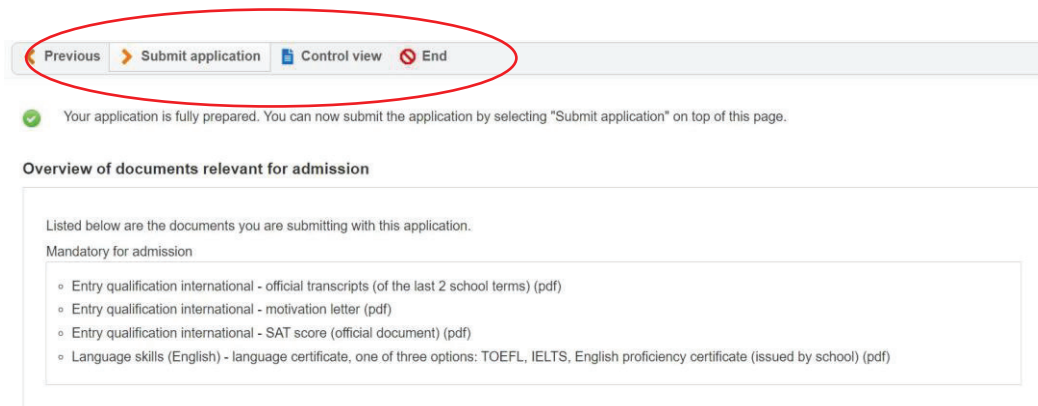
### Documents

→ “Save” the input and choose “next”.

## 9. Application summary

Here you receive an overview about the completeness of your application documents.

If any documents are missing, you will be asked to upload them accordingly; otherwise, you will not be able to submit the application.



The screenshot shows a navigation bar with four buttons: "Previous", "Submit application", "Control view", and "End". The "Submit application" button is highlighted with a red oval. Below the navigation bar, a green checkmark icon indicates that the application is fully prepared. The "Overview of documents relevant for admission" section lists the following documents:

- Entry qualification international - official transcripts (of the last 2 school terms) (pdf)
- Entry qualification international - motivation letter (pdf)
- Entry qualification international - SAT score (official document) (pdf)
- Language skills (English) - language certificate, one of three options: TOEFL, IELTS, English proficiency certificate (issued by school) (pdf)

- Please choose “Submit Application” to finalize your application for Mechanical Engineering (International).

**Congratulations!** Your application is now submitted.

You will receive a notification via the KIT Application Portal if any documents should be missing. Missing documents can be submitted within the application period through the Application Portal where you can also view your application status. The final admission decisions will be notified 2-3 weeks after the application deadline has passed on April 30<sup>th</sup> each year. Please check your email inbox at a regular basis.

## Any questions?

Our helpful team is always happy to provide assistance during the application process.



Should you have any questions, please take a look at our FAQ: <https://www.carlbenzschool.kit.edu/frequently-asked-questions.php> or get in touch with us.

You can reach us best via email at [admissions@carlbenzschool.kit.edu](mailto:admissions@carlbenzschool.kit.edu) or via phone during office hours by calling +49 (0) 721 / 608-47901.

We look forward to your applications!

## Joining the College Program

If you are accepted to the Mechanical Engineering (International) program, you are automatically admitted in the Carl Benz School of Engineering College Program. After your admission you will receive the contract for the CBS College Program from us. To be guaranteed housing in our on-campus dormitories, we kindly ask you to sign this contract and return it to us by the deadline stated on the contract.