
Application Guide for the M.Sc. Chemistry at the university of Bonn

This document is intended to be a small guide for the correct preparation of the online application for the Master's program "Chemistry" at the University of Bonn.

If there are open questions regarding the application procedure after reading this guide you can also contact:

application_mch@ticket.uni-bonn.de

This guide is continuously updated and revised.

Important Information

- We will only consider complete applications in our application portal (<https://application.uni-bonn.de/>) which are submitted within the given application timespan. Email applications will be ignored.
- We cannot recommend to apply via mobile phone as the application portal is not mobile device friendly
- If you write an email to our staff, please do not await an answer without 24 hours. Especially, during the application period our staff has a lot of work to do and a lot of requests to handle. But your request will be taken care of. Please refrain furthermore from re-sending your emails with a follow-up request to get a faster answer as well as refrain from sending your emails to multiple recipients. We will forward your email to the right person if necessary.
- Behind many input fields in our application portal you will find the following symbol:  Click on the icon to get more information about the input. If you do not know what to enter in the fields despite reading the information texts carefully, please contact the e-mail address above and describe your problem as clearly as possible and attach screenshots if useful.
- For general questions during the application submission process (e.g. log-in details do not work anymore, uploads are not possible) please write an email to: appsupport@ticket.uni-bonn.de

General part of your application:

1. Register here: <https://application.uni-bonn.de>

After registering for the first time, you can apply there for various courses of study. Filling in the application can be paused and continued later.

2. Apply for our Master's program in Chemistry

To submit an application for the Master's program in Chemistry, first click on *Online application*, select the appropriate semester and click on *Add request* (twice). You can then select the type of degree ("Master of Science") and the subject "Chemistry". An application for the study program "MSc Chemistry" is only possible for the first semester (see figure 1).

Afterwards you are asked to fill in the details of your university degree. **If you are not sure if you should enter yes or no, please use the  symbol for a more detailed explanation.**

Disclaimer: Despite careful examination and frequent updates, all information provided in this guide is supplied without any liability of the authors (Department of Chemistry).

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Online application

ⓘ Incomplete and unsubmitted application requests are stored for the time being so that you can continue your application later; they are then deleted immediately after the admission procedures have been carried out. To assist applicants in recording application requests, incomplete and unsubmitted application requests can also be viewed in the application processing department. The access is only possible if you contact us.

Your desired degree program

ⓘ Please select the degree program you would like to apply to. After you have selected a complete degree program, you can continue by clicking "Next".

Please note that you can only apply for a higher subject semester (from the 2nd subject semester) with a recognition notice from the responsible examination authority. Please apply for the subject semester according to your recognition notice!

* Degree: ⓘ

Which degree do you want to achieve?

* Subject: ⓘ

Studiengangwechsel:
Wenn Sie in einem Kombinationsstudiengang ein einzelnes Fach wechseln wollen, dann wählen Sie bitte für das verbleibende Studienfach als Platzhalter "Fachwechsel - Platzhalter für vorhandenes (Haupt-/Kern-/Begleit-/...fach)" aus.

* In which semester do you want to start studying? ⓘ

Student-beginners should select the first semester.

Type of Admission:

Next

ⓘ No postal address
ⓘ No email address
ⓘ No phone number

Help & Contact

Questions regarding master's application:

Master's programs of the Faculty of Arts
vkobilfa@uni-bonn.de

Master Chemistry
application_mch@ticket.uni-bonn.de

Master Arzneimittelforschung (Drug Research)
pharmazie@uni-bonn.de

Master of Education
hol-master@uni-bonn.de

Alt-Katholische und Ökumenische Theologie
masischeverbuung-alkseminar@uni-bonn.de

Questions regarding undergraduate and PhD application:

Student Registry
zulassung@verwaltung.uni-bonn.de
Universität Bonn
Student Registry, Abt. 1.3
-Postfach-
53012 Bonn

Questions regarding application to higher program-related semesters in undergraduate programs:

Student Registry
hsf@verwaltung.uni-bonn.de
Universität Bonn
Student Registry, Abt. 1.3
-Postfach-
53012 Bonn

In case of technical malfunctions:
Support
[Information on online application](#)

English

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Figure 1: Application request for M.Sc. Chemistry

3. English language proficiency

Sufficient language skills must be demonstrated for the English-language Master's program.

- **One** proof is sufficient. It is not necessary to upload multiple proofs.
- The minimum scores on the TOEFL-iBT and IELTS tests refer to the *total* or *overall score*.
- Other language tests not listed may also be accepted. It must be a test from a recognized institution. If in doubt, check with the email address above.
- **Online-only language tests will not be accepted.**
- **Bachelor's degrees from English taught language programs will not be accepted as language certificate any more.**

Previous studies qualifying for the Master of Science program:

Please take special care when filling in this page as it is very important to enter the correct information. Filling in the wrong information can lead to a mistakenly rejection of your application!

All of this information should be found on your certificate and/or transcript of records. **If information on credit points is missing** from your certificate or transcript, please upload **additional supporting**

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documents that clearly show the required data. Towards the end of the application, you will have the opportunity to upload transcripts and additional documents.

Figure 2 Information on your previous studies qualifying you for the MSc program

(expected) graduation date:

If you have not yet completed your studies at the time of application, but expect to graduate by the beginning of the application semester, please enter the date of your last examination here (e.g. submission of the Bachelor thesis or the date of the last exam).

Final grade/(current) grade point average:

Enter the final grade indicated on your transcript or the average grade of your current transcript. **Do not convert other grading systems into the German grading system!**

Duration of the Bachelor's program:

Please be sure to enter the **standard** period of study (in years) here – even if it took you longer to complete your degree.

Number of credit points required:

Credit points are a measure of the effort required to complete a module and are not to be confused with grades! You can find the specification on your transcript or the module handbook. Please enter the total number of credit points required to pass all necessary modules in your (Bachelor's) degree here! As you can see on figure 2, somehow 180 credit points is pre-set, but you can change that number according to your own degree.

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Note: Some countries also have credit points that are multiplied by the grade. We need the non-multiplied value!

This (figure 3) is an example of a transcript providing various information about completed courses during a Bachelor in Chemistry. We need credits marked in red:

Sr. No.	Course Code	Subject Title	Credit Hours	Max. Marks	Obt. Marks	Marks Per (%)	Letter Grade	Q.P.	Remarks
1st Semester									
1	XXX1	DIVERSITY OF PLANTS	4(3-1)	80	66.00	82.50	A	16.00	
2	XXX2	ORGANIC CHEMISTRY-1	4(3-1)	80	59.00	73.75	B	14.33	

Figure 3 example transcript excerpt

Your transcript may look different, this is just an example overview!

Best achievable grade and Minimum grade to pass:

This information is used for grade conversion for degrees earned outside of Germany.

Professional qualification:

This page is only displayed if you did not obtain your Bachelor's degree at the University of Bonn.

Admission requirements for the program "Master of Science Chemistry" are, among others, sufficient knowledge in important areas of chemistry. For this reason, you are asked at this point to assign chemistry modules from your Bachelor's degree to three different subject areas:

- (1) Inorganic and Analytical Chemistry
- (2) Organic Chemistry and Biochemistry
- (3) Physical and Theoretical Chemistry

Please note the following when making assignments:

- Always state the full module title as it appears on your certificate or transcript.
- If available: enter the abbreviation of the module, e.g. "CHE123".
- Enter the credit points in brackets after the module name.
- Enter the credit points exactly as they are listed on your transcript. **Do not try to convert this into the German system/ECTS system.** The only exception: If additional ECTS points are listed on your transcript, you can list them here.
- If you have additional comments on individual modules, then you can also list them here.
- **Use line breaks! Only one module per line!**
- List only chemistry modules! Modules of other subjects (Mathematics, Physics, Pharmacy ...) do not.

Example:

Modules in Inorganic and Analytical Chemistry:

Module 1: Inorganic and Analytical Chemistry I: Qualitative Analysis II (9 CP)

Module 2: Inorganic and Analytical Chemistry I: Qualitative Analysis II (8 CP)

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Note: The course titles and credit points are just examples! Please insert the course titles from your own transcript of records!

Here is an **example overview** of modules we do not recognize as modules in any of the areas to be seen above:

- Mathematics (this is not Theoretical Chemistry)
- Physics (this is not Physical Chemistry)
- Pharmacy
- Technical Chemistry (this is more in the engineering field)
- Applied Inorganic Chemistry
- Applied Organic Chemistry
- Applied Physical Chemistry
- Biochemistry of Metals
- Fine Chemicals
- Green Chemistry
- Industrial Chemistry
- Inorganic Biochemistry
- Molecular Biology
- Nano Chemistry
- Petrochemistry
- Pharmaceutical (Inorganic) Chemistry
- Pharmaceutical (Organic) Chemistry
- Polymer Chemistry
- Radio Chemistry
- Surface Chemistry
- Courses with focus on Engineering
- Colloid Chemistry

Please note that this is just an overview, there are lot more courses which cannot be taken into account!

Some modules may not necessarily be assigned to only one area (e.g. modules such as "General Chemistry"). You may then list the module in more than one area, and divide the credit points. Mark this clearly!

*Example: A module with 4 CP can be assigned equally to the areas (1) *Inorganic and Analytical Chemistry* and (2) *Organic Chemistry and Biochemistry*. Indicate the module in both areas. Then write the credit points in parentheses as follows: (2 of 4 LP).*

Proof of qualification:

- If you have a module handbook for your program, please upload that as well under Additional Documents.
 - **Please do not upload letters of recommendation, as these do not play a role in our admission decision.**
 - Please pay attention to the information texts!
 - The **letter of motivation** should not be longer than one page and needs to be written in English.
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Overview:

At the end of your application, you will be taken to an overview page where you can check your entries once again. We can only process your application once you have confirmed your details and submitted your application ("Submit Application Request"). **Applications not submitted by the deadline will not be considered!**

Congratulations, you have successfully submitted your application!