

## Notice for Chinese, Mongolian and Vietnamese Applicants

1. Chinese, Mongolian and Vietnamese applicants need to present a **certificate** of the conversion of their foreign credentials (school leaving certificate and/or transcript of records of studies) into the German grading system respectively the **certificate of a successfully passed assessment test** from the “Studienkolleg Konstanz” (HTWG Konstanz, Brauneggerstr. 55, D-78462 Konstanz; Phone: +49-7531/206-361, or 206-362, Homepage: <http://www.htwg-konstanz.de/index.php?id=107>).

2. For an application at the Hochschule für Wirtschaft und Umwelt Nürtingen-Geislingen (HfWU) and for the Studienkolleg Konstanz **the following documents are required:** the **original certificate or the original confirmation that proves the authenticity of your documents issued by the “Akademische Prüfstelle” of the German Embassy (APS)**

### CHINA

Address: **Akademische Prüfstelle des Kulturreferates  
German Embassy Peking  
Landmark Tower 2, Office 0311  
8 North Dongsanhuan Road  
Chaoyang District  
100004 BEIJING  
Phone: 0086 10 6590-7138 or -7140  
Monday to Friday 8.00 a.m. to 12.00 a.m. (Chinese time)  
Email: [info@aps.org.cn](mailto:info@aps.org.cn)  
Homepage: [www.aps.org.cn](http://www.aps.org.cn)**

### MONGOLEI

Address: **Akademische Prüfstelle  
der Deutschen Botschaft Ulan Bator  
Strasse der Vereinten Nationen, PF: 708  
210613 Ulan-Bator  
Phone: 00976 99 22 58 39  
Friday 9.00 a.m. to 10.30 a.m. (Mongolian time)  
Email: [aps.ulanbator@gmail.com](mailto:aps.ulanbator@gmail.com)  
Homepage: [www.ulanbator.diplo.de](http://www.ulanbator.diplo.de)**

### VIETNAM

Address: **Akademische Prüfstelle  
der Deutschen Botschaft Hanoi  
29 Tran Phu, Q. Ba Dinh, Hanoi  
Phone: 0084-4-3845 38-36 oder -37  
Email: [info@hanoi.diplo.de](mailto:info@hanoi.diplo.de)  
Homepage: [www.hanoi.diplo.de](http://www.hanoi.diplo.de)**

Chinese, Mongolian and Vietnamese applicants who are already in Germany at the time of applying to a German university are asked to send their documents in certified copy to the responsible APS to have them examined. After having checked the authenticity of your

documents APS will issue a corresponding written confirmation with which applicants can apply for admission at a German university.

**Please note: The Studienkolleg Konstanz will only examine your documents if you present this original certificate or the original written confirmation**

For further information on application procedure, deadlines and fees we refer to the homepage of the ASK under: <http://www.htwg-konstanz.de/index.php?id=107>.

3. The APS examination for Chinese, Mongolian and Vietnamese applicants is waived for:
- Chinese, Mongolian and Vietnamese graduates from German Colleges. These applicants have already proved their ability of studying by means of the successfully passed proficiency test;
  - Chinese, Mongolian and Vietnamese students who have already passed examinations at German institutes of higher education and wish to change university.

4. **Foreign applicants with foreign entry qualification** need a proof of a **Test in German as a foreign language (TestDaF)** with minimum 3 in each category or **German language exam for admission to a university (DSH) Niveau 2** .

TestDaF can be taken at a licensed test center in your home country. For further information concerning the address of the test centers, the test dates, the application deadlines, the fee, and application form we refer to the internet: <http://www.testdaf.de>. It is vital to observe the registration deadlines of the test centers.

Stand: 30. November 2016