

**Checklist for Application to  
Master of Business Administration (MBA)  
Master Financial Economics (IMME)  
at Otto von Guericke University Magdeburg**

- Key facts
- Application Form
- Certificate (certified copy\*)
- Transcript of Records (certified copy\*)
- Letter of Motivation
  
- Only IMME!  
Form "Relevance" of a previous degree education
  
- Copy of Passport with name and picture
- Language Certificate / Proof of individual interview
- APS (Group or Individual Appointment)
- VISA
- Health Insurance
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- Enrolled

\*Information about certified copies:

<https://www.uni-assist.de/en/how-to-apply/assemble-your-documents/certified-copies-and-translations/>

Authorized by



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