



## Application documents for ERASMUS+ (Abstract only)

1. TU Berlin Application form (Bewerbungsbogen TUB)  
→ Please sign it on the second page

Specific for partner university – for every priority

2. Learning Agreement  
→ signed by the applicant and the examination board of your major  
→ keep the original! Only enclose a copy.
3. Detailed Study Plan  
→ short informal text explaining your course choice  
→ two / three keywords per course (content, motivation, etc.)  
→ in German, either tabulated or in continuous text
4. Motivation letter  
→ informal text, without direct addressee  
→ two pages maximum
5. Language Certificate  
→ observe the requirements of the partner universities (e.g. TOEFL)  
→ not older than one year  
→ make an appointment in time for a language test at ZEMS, SKB or other language schools

6. Resume  
→ complete, in tabulated form  
→ should also state your degree program and study focus
7. Letter of recommendation from a TU professor (Hochschullehrergutachten)  
→ in German or English  
→ use the form provided on our website  
→ if more than one priority: not university-specific  
→ Confidential! In sealed envelope or directly sent to the Office of International Affairs (INT SB 11)
8. University entrance qualification (e.g. Abitur) & Bachelor's Degree  
→ a copy is sufficient and will be confirmed upon presentation of the original
9. Recent Transcript  
→ QISPOS print-out. Should no exams have been passed yet, a list of courses in attendance is sufficient
10. Certificate of registration

Attention! Please note the university-specific language requirements on the internet pages of our partner universities.

Part 3, 4 and 6 can be written in English. All other data has to be filled into the provided application documents. Quick Access **163789**.

Please don't staple your application documents!