MASTER OF ARTS

Global Political Economy and Development

for applicants to master program who hold a degree acquired outside of Germany
In order to qualify to study in the master’s program, you must meet the following minimum requirements for admission into the program. If you do not meet these minimum requirements, you will not be considered for the program. Furthermore, meeting the minimum requirements is not grounds alone for admission into the study program.

- **Completed Bachelor Study**
  Should be in social sciences, political science, economics, law or a related field with a study period of at least 6 semesters

- **Equivalent Final Grade of 2,5 in German Grading System**
  Minimum cumulative grade of "good" or "upper second-class honours"; or an equivalent to 2.5 according to the German grading system;

- **Minimum of One Year of Social-Political Engagement**
  A total of at least one year of combined social-political engagement (paid or voluntary; does not need to be full time)

- **Proof of English Level**
  Document certifying you have the proper command of English (level C1 according to the Common European Framework of Reference for Languages – CEF); can be demonstrated by formal examination or letter certifying that bachelor study was completed in English

- **Statement of Purpose/Motivation Letter**
  See Checklist of Application Documents for more information

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1 If you do not yet have a bachelor's degree certificate at the time when you apply, please submit the following evidence:
* Provisional subject and grade summaries for your current course and
* The written confirmation of your performance in your studies, which must be completed and signed by your current examinations office.

2 You must have already completed and passed at least 80% of the work needed to obtain your degree at the time when you make your application. This means 144 of 180 credits or 168 of 210. You must also present evidence of your acceptance for your bachelor's degree dissertation (if applicable) that states the date when you have to submit it.
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The following is a diagram of the expected application process from beginning to end. Please note that we do not accept admissions on a rolling-basis (i.e. application are reviewed and decisions are made as applications are received). Rather, all applications are assessed at the same time. Therefore, final application decisions may be received quite some time after the initial application has been submitted.

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<tr>
<th>Step</th>
<th>Description</th>
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<tbody>
<tr>
<td>Preliminary Assessment</td>
<td>In this optional step, applicants may send in their application packages to be reviewed by the coordinator team. Coordinators will examine the application to see if 1) it is complete and 2) if students meet the minimum requirements to be admitted to the program. THIS STEP IS NOT REQUIRED BUT OPTIONAL.</td>
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<tr>
<td>Uni-Assist Application</td>
<td>In order for your application to be reviewed by the Master’s program selection panel, it must first be reviewed by Uni-Assist. A full application package should be filled through their online portal, the application fee should be paid, and the full application should be mailed to them to determine whether it can be forwarded to the university or not.</td>
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<tr>
<td>Selection Panel – Admission Decision</td>
<td>If your application is accepted by Uni-Assist, they will then forward on the application to the University of Kassel where the selection panel will review your application, along with all applications received. Once all applications have been reviewed and a decision has been made on your application, you will be notified.</td>
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<tr>
<td>Waiting on Application Decision</td>
<td>Because the process between you submitting your application and the selection panel reviewing and making a decision on your application, it may take some time before you hear back on your application.</td>
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<tr>
<td>Confirming Offer</td>
<td>If your application passes both the Uni-Assist review and the selection panel review, you will be notified by the Masters office of the University of Kassel by email. You should receive an Offer of Admission letter, which states that you can be admitted to the program once you have completed all the steps for enrollment.</td>
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<tr>
<td>Enrollment Uni-Kassel</td>
<td>The final step of application process, if you have received an admission offer from the university, you will need to complete the steps to enrollment, which the Masters office will inform you of.</td>
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Motivation Letter
should demonstrate the clear link between your academic background, your social-political engagement, your career plans and how these relate to at least one issue of the global political economy (max 3 pages)

One Year Voluntary/Paid Social-Political Engagement
a total of at least one year of combined social-political engagement (paid or voluntary) that is demonstrated by a certificate or letter of reference confirming participation and stating dates of involvement and duties; engagement can include jobs, internship, membership in political or social organization or involvement in a social or political project

Curriculum Vitae
listing your academic, career and achievement history; ideally in chronological - tabular format

Proof of English Level
document certifying you have the proper command of English (level C1 according to the Common European Framework of Reference for Languages – CEF); can be demonstrated by formal examination or letter certifying that bachelor study was completed in English

Bachelors Certificate
final certificate stating completion of study program

Final Transcript of Bachelor Study
in original language listing all subjects and grades and containing a description of the university grading scale

Secondary School Leaving Certificate
final certificate demonstrating that you have completed a secondary study; typically a secondary school or high school certificate/transcript

University Entrance Examination
qualifying examination that demonstrates that you are eligible to study at the university level (i.e. A levels); this can be fulfilled with the provision of Bachelor’s degree certificate/transcript

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1 All documents must be submitted in original language and be an official copy. If original document language is not English or German, the document must be sent with a certified translation in either English or German. See here: [https://www.uni-assist.de/en/how-to-applyassemble-your-documents/certified-copies-and-translations/] for more information.

2 This program does not require the submission of admission scores such as GMAT, ACT, etc. This requirement only applies to some countries where an official exam must be taken to be able to study at the university level.