



Study Guide for Germany - Malaysian Edition

DAAD Information Centre Kuala Lumpur

DAAD

Deutscher Akademischer Austausch Dienst
German Academic Exchange Service

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Preface

All over the world German higher education institutions enjoy an excellent reputation. German degrees carry great prestige while teaching and research provide key impulses for innovation and progress. Institutions boast state-of-the-art equipment and labs to provide students with the very best conditions for successful studies.

At a very competitive price, more than 400 higher education institutions offer thousands of degree programmes, making Germany's higher education landscape diverse and affordable.

Over the past ten years more and more students from Malaysia and other Southeast Asian countries have taken advantage of these opportunities and selected Germany as their best choice. Today, more than 50.000 students from Southeast Asia (including China and India) are undertaking courses in Germany.

This brochure, compiled by the DAAD Information Centre Kuala Lumpur, has been designed to help Malaysian students make an informed choice. If you wish to receive regular updates on the information

contained in this brochure, please subscribe to our quarterly email newsletter by sending an email to info@daadkl.org and add us on facebook (DAAD Information Centre Kuala Lumpur).

Our official website:
www.daadkl.org



Higher education in Germany

Types of higher education institutions

There are more than 400 officially recognised institutions of higher education throughout Germany. In total, they offer almost 18,000 degree programmes, allowing you to choose a course that matches your very individual needs.

The main types of higher education institutions in Germany are

- Universities and Technical Universities (TU) (108 in total)
- Universities of Applied Sciences (*Fachhochschulen-FH*) (216)
- Colleges of Arts and Music (52)

Preparatory courses which are in some cases required for admission to higher education in Germany are offered in the

- Studienkolleg

Universities

Universities in Germany put strong emphasis on research and the combination of teaching and research. Full universities offer courses in basically all subject areas. Some universities, however, specialise in specific subject areas, e.g. the *Technische Universität* (Technical University) or the *Medizinische Hochschule* (Medical School).

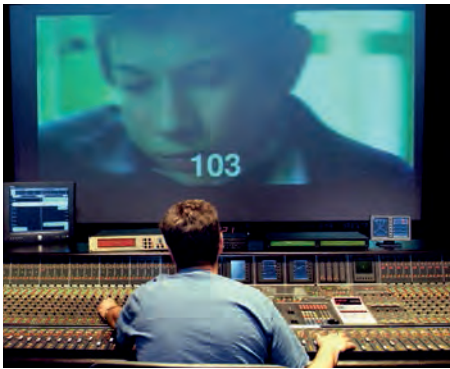
Only universities (and technical universities, medical schools etc.) can award doctoral degrees.

With their impressive research resources and facilities, their often long-standing tradition, and significant libraries and archives, universities provide excellent opportunities for specialisation and advanced research.



Universities of Applied Sciences (*Fachhochschulen*)

Universities of applied sciences (*Fachhochschulen*) offer more practice-oriented studies and applied research. They are extremely popular with Malaysian students, the majority of which decide to embark on engineering courses at a *Fachhochschule*.



Research at these institutions is primarily directed towards practical requirements. In teaching and research, the *Fachhochschulen* often closely cooperate with local industries. Universities of applied sciences offer Bachelor's and Master's degrees.

Please note that some universities of applied sciences require applicants to do internships before they can be admitted. You should therefore inquire at the institution of your choice as soon as possible as to whether pre-study practical experience with relevance to your chosen subject is required.

Colleges of Art, Film and Music

Colleges of art, film and music prepare students for careers as professionals in the fields of art, music, design, media and film. Students wishing to study at a college of art, film or music must demonstrate their particular artistic talent and are usually required to pass an aptitude test. In most cases, applicants have to submit a portfolio of their own art or design work. Applicants wishing to study music are usually required to demonstrate their outstanding talent in an audition.

Studienkolleg

Diploma holders from a recognized university or polytechnic can be considered for admission into a one-year preparatory course at a *Studienkolleg* which is free of charge.

This is not a university course, but a pre-university programme leading up to an examination which is considered proof that you have the knowledge and qualifications required for studies in a specific subject area.

As the *Studienkolleg* is conducted in German, applicants are expected to have acquired some command of German before they can be admitted (usually intermediate level B1).

More information: www.studienkollegs.de

Degrees and costs

In recent years the academic programmes at German universities have undergone major reforms.

To raise the international competitiveness of European universities, 47 European countries take part in the so-called Bologna process which aims at creating a single European Higher Education Area. This involves introducing comparable degrees and programmes at institutions throughout Europe so that the range of studies offered is transparent and compatible.

As a result of this, the traditional German degree courses leading to e.g. a *Diplom*, a

Magister Artium or a *Staatsexamen* have been replaced by Bachelor's and Master's degree programmes.

Only some degree courses in specific subjects, namely in law, medicine and pharmacy, still offer a traditional degree, the *Staatsexamen*, which takes at least five years of studies and is equivalent to a Master's degree. All other degree courses offered in Germany lead to Bachelor's, Master's and Doctoral degrees.

Most degree courses in Germany are conducted in the German language. Besides, there are more than 1.600 international degree programmes run predominantly or entirely in English.



Bachelor's Degrees

The Bachelor's degree is the first academic degree awarded by universities. Bachelor programmes are designed with a student workload of around 40 study hours per week completed over 45 study weeks per year. A full Bachelor programme at a German university takes normally 6 or 7 semesters (3 to 3.5 years).

Master's Degrees

Students who hold a Bachelor's degree and wish to specialise in a particular area can take up a Master's programme – either directly after completing their Bachelor's or after working for a few years. The chosen degree programme must be closely related to the Bachelor's subject. The majority of Master's programmes offered by German universities take two years (4 semesters) but there are also some programmes with a shorter duration.

After receiving your Master's degree you can continue studying for the next academic qualification - the doctoral degree.

A good starting point for you is the following link. Here you can find a searchable database comprising all degree courses offered by German universities:

www.study-in.de.

Doctoral Studies

Anyone wishing to gain a doctorate (PhD) needs to have completed a course of academic studies up to Master's level with above-average grades. If you decide to do a doctorate in Germany, you can choose between two different approaches, i.e. the individual doctorate and the doctorate in a structured programme.

The majority of candidates opt for the individual doctorate, a very free system with no compulsory attendance or binding curriculum which calls for a great deal of personal initiative.



In case of an individual doctorate, you first need to find an academic supervisor for your dissertation whose scientific interests matches your area of research.

The Higher Education Compass provides a database on doctoral study opportunities (www.hochschulkompass.de). Further information on how to find an academic supervisor is available from the DAAD Information Centre in Kuala Lumpur.

As an alternative to an individual research project, you can do your doctorate in a structured programme. Structured doctoral programmes are offered by universities (e.g. **Graduate Schools**) and research organisations. Programmes with a specific international profile are the **Research Training Groups** organised by the German Research Foundation (DFG) (www.dfg.de, link “research funding”, then link “funding programmes”, then “coordinated programmes”) and the **International Max Planck Society** (www.mpg.de/en/imprs).

Search for structured PhD-programmes in www.daad.de/international-programmes

Further information on doctoral studies at www.daad.de/promotion

For information on research opportunities in Germany see www.research-in-germany.de
www.research-explorer.dfg.de

International Degree Programmes

Numerous German institutions of higher education offer international Bachelor's, Master's and PhD programmes alongside their regular German degree courses.

These courses are of equal interest to students from abroad and their internationally oriented German counterparts. On average 50% of the participants come from a variety of countries, making the classroom an exciting multinational and multicultural environment.

International Degree Programmes (IDPs) in Germany provide particularly intensive support, guidance and supervision. Except for a small number, these courses are run predominantly or exclusively in English, at least in the first semesters.

The DAAD website offers further information on these 1.600 programmes at its searchable database on international programmes: www.daad.de/international-programmes.

Visit the database to get a detailed overview of what is available.

Costs

Studying in Germany is an inexpensive option compared to most other popular study destinations, as public higher education institutions in Germany receive substantial state funding. As a result, public German universities don't charge tuition fees.

What is more, this also holds for international students and for all levels of studies including PhD. Only some small administration or registration fee might be charged.

Compared to many other European countries living in Germany is also not that expensive. On average, you will need about 700 Euro per month (RM 3,000) to cover your cost of living.

Compare the cost of studying in Germany to the expenses involved in studying in other countries and you will notice: Germany is exceptionally good value while providing education of the highest standard.



Your way to Germany

Admission and language requirements

Academic requirements: undergraduate courses

Direct admission to study your desired subject at undergraduate level depends upon whether your higher education entrance qualification is considered equivalent to the German school-leaving qualification. Universities decide on admission in accordance with standardised regulations valid throughout Germany.

For Malaysia the STPM, A-Levels and International Baccalaureate (IB) Diploma examinations are recognised on condition that certain minimum requirements are met. There are also subject-specific requirements, which you can find below. Also keep in mind that if you wish to apply for courses where applicants outnumber the places available, you may need to surpass the minimum requirements.

STPM

General requirements

SPM and STPM results combined, applicants need to have a minimum of five academic subjects:

- > From SPM: Bahasa Malaysia, English, Mathematics
- > From STPM: two or three subjects explained as followed:

For pharmacy, natural sciences or technical subjects applicants need three science subjects at STPM level. Medicine requires a minimum of two science subjects at STPM level. For all other subjects applicants need to have passed one subject related to the chosen course at STPM level.

A-Level

General requirements

Applicants need to have passed a minimum of four A-Levels.

In detail, you will need to do four subjects:

- 1) AS-Language (compulsory; e.g. English, English Literature, Mandarin, Tamil etc.)
- 2) Mathematics or a science subject (compulsory)
- 3) one subject related to the degree that you are going to do and
- 4) the fourth subject is optional.

For all science subjects, two AS-Levels can be considered equivalent to an A-Level.

Additional subject-specific requirements

For humanities, law, social sciences and business studies applicants are required to have an A-Level in a related subject (social sciences and business studies additionally require an A-Level in mathematics).

Applicants for natural sciences courses and technical subjects need A-Level in

mathematics and a science. Courses in medicine require A-Level in chemistry, biology and mathematics.

International Baccalaureate (IB)

International Baccalaureate is accepted in Germany. Applicants must have done six subjects, as below:

- two languages on level A or B (including at least one foreign language)
- Mathematics
- a science subject
- a social science subject

The sixth compulsory subject is arbitrary.

For more details please E-Mail us at

info@daadkl.org

TestAS

TestAS is a central standardised aptitude test for international students wishing to take an undergraduate programme in Germany. Just like the American SAT, TestAS gives prospective students information about their individual ranking compared to other applicants. With good results, they can improve their chances of being admitted for studies at a German university. TestAS can be taken in English and German.

TestAS is also offered in Malaysia. More information can be obtained from the TestAS website: www.testas.de.

Academic requirements: postgraduate courses

If you wish to take a Master's degree in Germany, you should hold a related Bachelor's degree from a recognised institution. Some courses have additional requirements such as a minimum GPA or a good GMAT score.

Applicants for PhD-studies are generally expected to have obtained their Master's degree. Some institutions may also offer exceptionally qualified Bachelor's degree holders direct entrance into a PhD programme.

Language requirements

Programmes in the German language

Before you can be admitted to a course with German as the medium of instruction, you have to provide proof that you have reached an appropriate level of proficiency in German. There are several tests which can be taken to show that you have the necessary command of the German language to follow an academic course of studies (see section "Learning German"). If you intend to learn the German language from scratch, please set aside up to one year for intensive language studies before taking the proficiency test.

International Degree Programmes

International Degree Programmes vary in the level of German they require. Most undergraduate programmes expect applicants to have some basic knowledge of German (e.g. level A1 or A2, see page “Learning German”), which can be acquired in a relatively short period of time.

Postgraduate programmes often do not require any German at all, but will give students the opportunity to learn the language alongside their studies. However, it is certainly advisable to learn some basic German before going to Germany even if it is not a course requirement.

Most international degree programmes also require applicants to present proof of a good command of English (TOEFL, IELTS etc).

Doctoral Studies

As research is frequently conducted in an international context with English as the main medium of communication, PhD students often do not need proficiency in German to embark on their project. Please enquire with your course coordinator or academic supervisor to find out if German is required at all and if so, what level you should have attained before starting your PhD.



Application

Often, applicants from abroad need to apply directly to the International Office at the higher education institution at which they would like to study. The application form can be obtained from the website of the institution.

Higher education institutions expect applicants to enclose certain documents with their application. As a rule, these include an officially certified copy of their school-leaving certificate plus language certificates.

Please note that the higher education institution will only process applications once all the required papers have been submitted. The application deadline generally ends several months before the semester starts.

Therefore, you should contact the International Office as soon as possible so that you can obtain any documents that you may need in good time.

Around 100 German higher education institutions only process international applications once they have been formally screened by “Uni-Assist” (a certification service for international applicants). Uni-Assist will check the documents and contact you without delay if documents are missing. When all necessary documents have been submitted, the application will be forwarded to the selected higher education institution.

For more information please check www.uni-assist.de.



Rules and regulations

Visa application

After admission to a study programme has been granted, you will need to apply for a student visa. The following papers along with your visa application form (2 copies + 2 passport photos) should be submitted to the German Embassy Kuala Lumpur:

- Letter of admission from the higher education institution
- Proof of the relevant language skills required by the course
- Proof of sufficient financial resources for living and studying in Germany for one year (around 8000 Euro/ RM 35.000 per year plus tuition fees if applicable).

Additionally, proof of health insurance may be required if requested by the authorities in the federal state you wish to study in.

Visa applications can on average be processed within four weeks. Normally, the student visa is issued for three months and need to be converted into a residence permit by the authorities at the place of residence in Germany.

Please visit the website of the German Embassy in Kuala Lumpur for details:

www.kuala-lumpur.diplo.de.

Working in Germany

Malaysian students are allowed to work for a maximum of 120 full days or 240 half days per year in Germany. Jobs related to higher education (e.g. working as a library assistant at your university) can be taken without any restrictions.

After graduating successfully in Germany, you have easy access to the German employment market. All graduates from German universities are entitled to search for a suitable job in Germany for a period of 18 months after graduation. Graduates who find a job that suits their education are welcome to stay and gain some valuable practical work experience.



Learning German

One of the advantages of studying in Germany is the fact that it gives you the opportunity to acquire an important world language together with your degree. There are about 100 million German native speakers in Germany, Austria and Switzerland, making German the language most widely spoken as a first language within the European Union.

In addition, hundreds of millions of people speak German as a second language and a good command of the language can therefore give graduates a competitive edge over their peers and play a decisive role in your global career. Keep in mind: no less than 400 German companies are operating in Malaysia and - with Germany being Malaysia's most important trade partner in Europe - a good command of German will open up a wealth of employment opportunities in Malaysia and abroad.

Last but not least: Graduates from a German university are granted easy access to the German labour market. Knowing German is a great advantage when seeking for employment in Germany.

There are numerous language courses available at universities and private institutions in Germany. For more info see www.daad.de> Information for Foreigners> 10 Steps in Germany> The successful way to study> Improving your German.

German language instruction, however, is also available in Malaysia, for instance at the Goethe-Institut in Kuala Lumpur. The Goethe-Institut offers extensive as well as intensive language courses for beginners (levels A1 and A2), intermediate (B1 and B2) and advanced learners (C1 and C2).

The Goethe-Institut also prepares students for the internationally recognised examinations *Zentrale Oberstufenprüfung* (Level C2) or *TestDaf*, which are widely accepted as proof of proficiency in German for academic purposes. Of course, lower level exams, which are sometimes required for admission to international degree courses or *Studienkollegs*, are also available. Please contact the Goethe-Institut directly for more information on enrolment, fees and dates at www.goethe.de/kualalumpur
email: info@kualalumpur.goethe.org
phone: 03-2164 2011.

In Penang, the Malaysian-German Society offers German language courses. See www.mgs.org.my
email: office@mgs.org.my
phone: 04-229 6853.

Please note that international degree programmes may not require any proof of German language proficiency!

The DAAD

The DAAD - Goals and roles

The DAAD is a joint organisation of Germany's higher education institutions and responsible for promoting international academic relations, primarily through the exchange of students, academics and researchers. With a budget of more than RM 1.6 bn the agency is responsible for raising the international profile of Germany's higher education institutions and simultaneously serves as a "mediating organisation" in the German government's foreign, European, development and higher education policies.

The DAAD pursues three main courses of action to ensure that it achieves its goals:

- **Scholarships for the Best:** Awarding scholarships to the best German and international students and researchers who, in a demanding application process, demonstrate exceptional ability and willingness to accept responsibility.
- **Structures of Internationality:** Creating higher education structures in Germany and abroad (e.g. international degree programmes, bilaterally founded universities, academic networks, etc.) which promote international qualification, mobility and dialogue which, in turn, improves the quality of research and instruction.
- **Expertise for Academic Collaborations:** Systematising, developing and providing expertise in educational cultures and systems of higher learning, which the DAAD has gained through its work and

network and which is essential for developing internationally successful collaborations.

These objectives are implemented in more than 200 programmes that are predominantly funded by the German federal government. The programmes are generally open to all disciplines and benefit foreigners and Germans alike.

In addition, the DAAD provides a number of services to support the international activities of German universities. These include information and publication programmes, marketing, consultancy, advice and support services, plus programmes aimed at raising the international profile and worldwide appeal of German universities. Finally, the DAAD plays an advisory role in guiding German foreign cultural and education policy, its national higher education policy and its development policy.

The DAAD in Southeast Asia and Malaysia

In Southeast Asia (including China and India) the DAAD's presence is visible in four branch offices (New Delhi, Jakarta, Hanoi, Beijing), eight DAAD Information Centres and almost sixty DAAD-sponsored lecturers from Germany placed at the most renowned universities throughout the region.

Every year, more than 5,500 students and academics from Southeast Asia benefit from DAAD programmes and some 3,000 Germans receive funding for studies in the same region. In addition, the DAAD has become an important service provider to government agencies in several Southeast Asian countries by offering placement, monitoring and programme administration services for the respective government's study-abroad scholarships (e.g. China, Vietnam and Thailand).

The DAAD Information Centre in Kuala Lumpur has been in existence since 1999. The centre dispenses advice to prospective students, academic staff and researchers interested in study and research opportunities in Germany and operates as a liaison office for Malaysian institutes of higher education wishing to establish contact with German counterparts. It also serves as a first port-of-call for German higher education institutions seeking cooperation partners in Malaysia.

The centre has met a high demand: between 1999 and 2013 the number of Malaysian students in Germany increased by more than 1000% with more than 950 Malaysians currently studying in Germany. Nearly 90% of these students take engineering and science courses, many of which are offered in the English language. With some 400 German companies present in Malaysia, these students enjoy excellent employment opportunities on their return and make a

valuable contribution to Malaysia's development towards a high-tech country. This trend is likely to further stimulate the already very strong economic and industrial relations between Malaysia and Germany.

DAAD funding programmes available in Malaysia

The DAAD runs a number of funding programmes in Malaysia. Interested candidates are urged to contact staff at the DAAD Information Centre in Kuala Lumpur well before the deadline for detailed information on application requirements and procedures.

Research Grants- Doctoral Programmes in Germany

These research grants provide young academics and scientists with an opportunity to carry out a research project or a doctoral programme at a German higher education institution or non-university research institute.

Requirements:

- A good Bachelor's and Master's degree
- Applicants should apply within 6 years of obtaining their Master's degree
- Confirmation of academic supervision by a German professor. Applicants who intend to gain their doctorate within a structured doctoral study programme are required to present a letter of admission from their study programme or proof that they are considered for admission.

Detailed information can be found at www.funding-guide.de.

Application deadline: 15 October each year.

Research Grants - Bi-nationally Supervised Doctoral Degrees (or “Sandwich Model”)

The aim of this programme is to promote doctoral degrees at a Malaysian university with integrated research phases in Germany. The doctoral degrees are supervised both by a university teacher at the Malaysian university and an academic advisor at the host institute in Germany (“sandwich model”). Based on this flexible, multi-phase funding system, doctoral candidates start their doctoral degree in Malaysia but subsequently spend research periods (usually between 12 and 24 months) in Germany. The doctorate is completed in Malaysia according to the rules and regulations of the Malaysian university, supervised both by the Malaysian and the German university teacher. The scholarships cover the costs of the research periods in Germany.

Requirements:

- A good Bachelor's and Master's degree
- Applicants should apply within 6 years of obtaining their Master's degree
- Candidates must be enrolled in a PhD programme at a Malaysian university
- Confirmation of academic supervision by an academic advisor in Germany, with agreement on the proposed research project between the Malaysian and the German advisor.

- Applicants should apply within 3 years of starting their PhD-studies.

Detailed information can be found at www.funding-guide.de

Application deadline: 15 October each year.

Development-Related Postgraduate Courses (EPOS)

These scholarships offered by DAAD are provided by the Federal German Ministry for Economic Cooperation and Development. They aim at giving young university graduates and professionals the opportunity to attend specifically selected Master's and some PhD courses. A new list of courses for which applicants can receive funding is released every year in April together with the call for applications.

Requirements:

- Applications are open to young professionals from developing countries who have at least two years of working experience related to the desired post-graduate degree course.
- A good Bachelor's degree
- Letter of confirmation from the employer stating the applicant's professional position.
- A detailed statement of motivation
- Course-specific application requirements apply

Detailed information can be found at www.funding-guide.de

(Course-specific application deadlines)

Group Visits to Germany by Groups of Foreign Students

The DAAD funds study visits to Germany by groups of foreign students under the direction of a Malaysian university teacher.

This funding programme has the following objectives:

- to establish and maintain contacts between German and foreign universities;
- to provide participants with a subject-specific knowledge by organising visits to at least two universities, subject-related tours and informative meetings;
- to promote meetings with German students and academics and scientists;
- to offer participants an insight into economic, political and cultural life in Germany

University teachers from a Malaysian universities are eligible to apply.

Funding can be provided for study trips of groups of a maximum of 15 students accompanied by one university teacher. Individual doctoral candidates may also be funded after consultation with the DAAD.

The groups visit at least two German universities where they participate in an academic programme. A cultural programme is organised in the evenings and at weekends.

Funding is available for study trips lasting between 7 and 12 days.

For groups from Malaysia, the DAAD pays for transport within Germany, for accommodation in twin or three-bed rooms in hotels or youth guesthouses and for meals. The DAAD also takes out health, accident and public/private liability insurance for the group. In addition, the DAAD provides a travel guide fluent in the agreed group language who is responsible for the smooth running of the programme.

As a rule, international travel expenses can not be borne by DAAD.

Application deadlines:

01 November for trips to begin at or after 01 March of the following year.

01 February for trips to begin at or after 01 June.

01 May for trips to begin at or after 01 September.

For more information and the call for applications please visit

www.funding-guide.de

and key in the programme name.

DAAD Addresses in Southeast Asia

China

DAAD Information Centre Guangzhou
E-Mail: info@daad-guangzhou.cn
WWW: www.daad-guangzhou.cn

DAAD Information Centre Shanghai
E-Mail: shanghai@daad.org.cn
WWW: ic.daad.de/shanghai

DAAD Branch Office Beijing
E-Mail: postmaster@daad.org.cn
WWW: www.daad.org.cn

Hong Kong

DAAD Information Centre Hong Kong
E-Mail: daadhk@hkbu.edu.hk
WWW: ic.daad.de/hongkong

India

DAAD Branch Office New Dehli
E-Mail: info@daaddelhi.org
WWW: www.daaddelhi.org

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WWW: ic.daad.de/chennai

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DAAD Information Centre Ho Chi Minh City
E-Mail: hcmc@daadvn.org
WWW: www.daadvn.org/hcmc

Weblinks

DAAD Information Centre KL:

www.daadkl.org

The DAAD Information Centre in Kuala Lumpur provides information on all issues related to studying or doing research in Germany. A must for all students from Malaysia considering Germany as their study destination!

Goethe-Institut:

www.goethe.de/malaysia

Go to this page for information on German language courses and cultural events organised by the German Cultural Centre located in Kuala Lumpur close to the US-Embassy.

German Embassy KL:

www.kuala-lumpur.diplo.de

Here you can find information on German-Malaysian relations in the fields of economy and culture. The website also provides information concerning visas and travel advice. Visa application forms and other documents can be downloaded.

DAAD in Germany: www.daad.de

The DAAD homepage provides information on the German higher education system and on studying in Germany, on German research and on funding opportunities, on learning German and language tests, and of course on living in Germany in general.

Higher Education Compass:

www.hochschulkompass.de/en/

Visit this site for information on all state and state-recognised higher education institutions in Germany, the first degree, (post)graduate studies and doctoral study opportunities they offer, and their international cooperation agreements.

www.study-in.de

Comprehensive information on studying and living in Germany. Get a detailed view of what life is like in Germany and find out about your future place of study!

www.daad.de/deutschland/studienangebote/ranking/en/

The link provides access to the most important university ranking in Germany which is based on a survey involving so far more than 200,000 students and 15,000 professors. The findings are not simply added together to produce a total score. Rather, the survey produces a multidimensional ranking.

www.funding-guide.de

This scholarship database lists funding opportunities for international students, graduates and postdocs offered by DAAD and 60 other organisations.

www.daad.de/international-programmes

This searchable database allows you to find all international degree programmes conducted by German universities

