



THE APPLICATION PROCESS FOR MSC PROGRAMMES

5 December 2024, 13.30-15.00

Mathilde, Sofia, Else-Marie,
Laura og Josefine



UNIVERSITY OF
COPENHAGEN

WELCOME

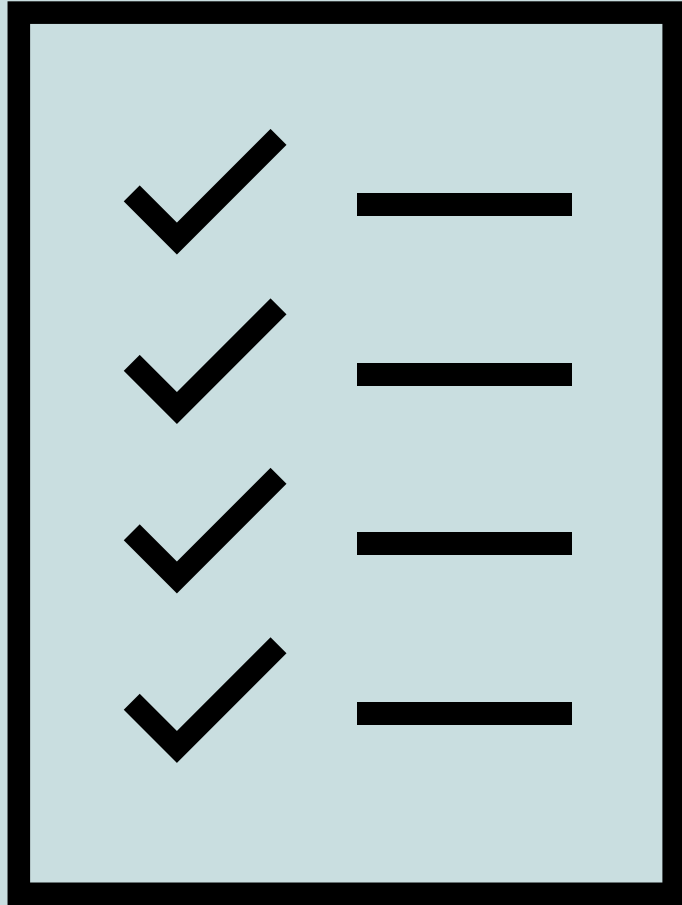
Join with video if you want to
– you are already **muted**

We **record** the meeting

Questions rounds: Raise hand to ask questions

Help us and future students: **Answer the survey**





TODAY'S PROGRAMME

1. Admission requirements and how applicants are prioritized
2. Overview of the documentation we need from you
3. Detailed presentation of all required documentation
4. What happens after you apply
5. If you are admitted: Housing and welcome programme
6. Time for final questions

**Save your questions for
the question rounds!**

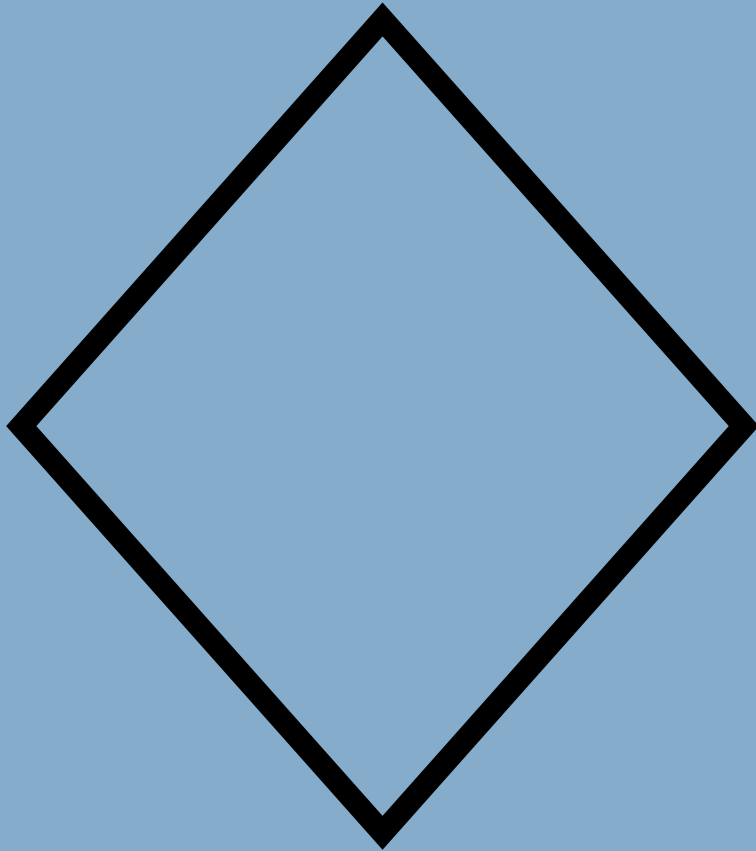
Admission requirements and prioritisation of applicants

How to find the admission requirements

- Go to: www.ku.dk/studies/masters/all-programmes > Choose a programme > Admission and application > Academic admission requirements

How applicants are prioritised

- Applicants are prioritised differently for each programme.
- To see how we prioritise at the programme you are interested in, go to the website above > Admission and application > Scroll to 'Prioritisation of applicants'



Not sure if you fulfill the admission requirements?

We do not make pre-assessments

You must apply to find out whether you fulfill the admission requirements.

How you can assess if you fulfill the admission requirements

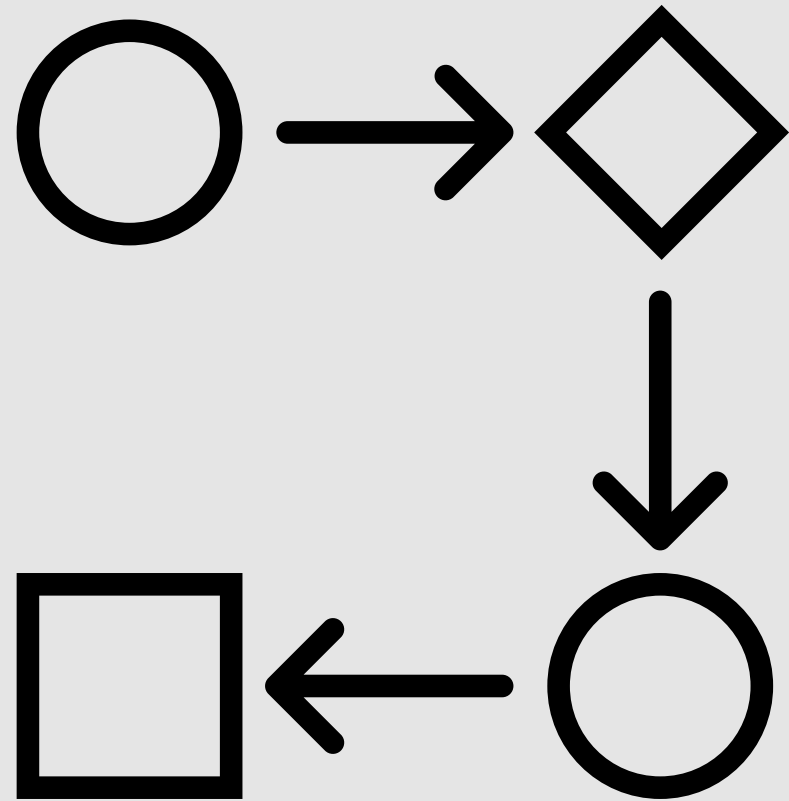
Look at the content of all your BSc courses and compare to the admission requirements. Do you think you fulfil all the requirements?

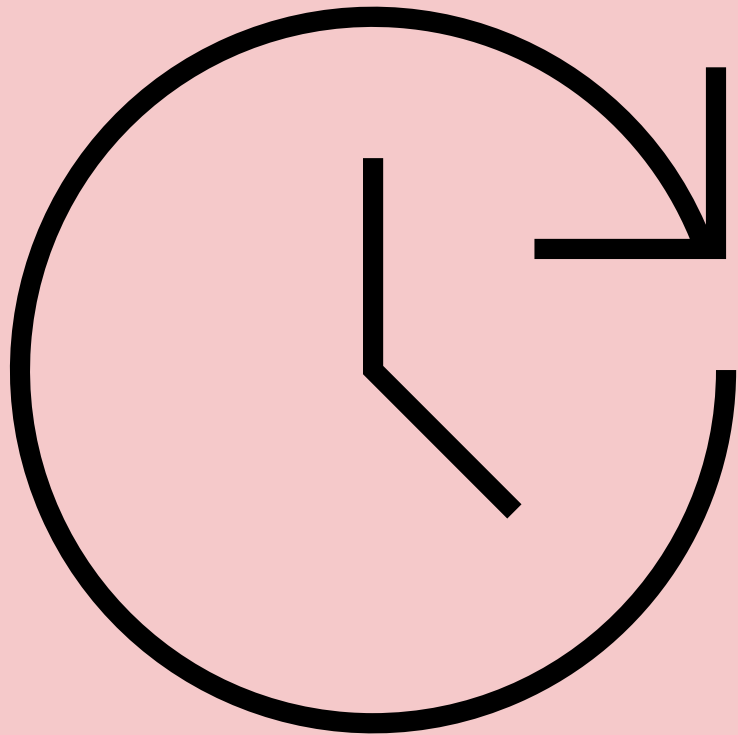
It is the content of your courses that counts

So even if your course does not say e.g. Statistics in the title, it can still count towards a requirement of statistics if this topic was part of the course.

Look at alternative programmes

You may apply for 3 MSc programmes in prioritised order at UCPH.





Apply by the deadline

You must apply by 15 January

We do not accept late applications. You must submit your application in the application portal by 15 January at 23.59 (Danish time).

It is your responsibility to upload all required documents

We will send you a message in the application portal if we find something is missing from your application.

You will have one week to submit the requested documents.

If you do not upload all required documents you risk having your application rejected.

Please keep this in mind when we go through the slides about the different kinds of documents and deadlines

Required documents

By **15 January**

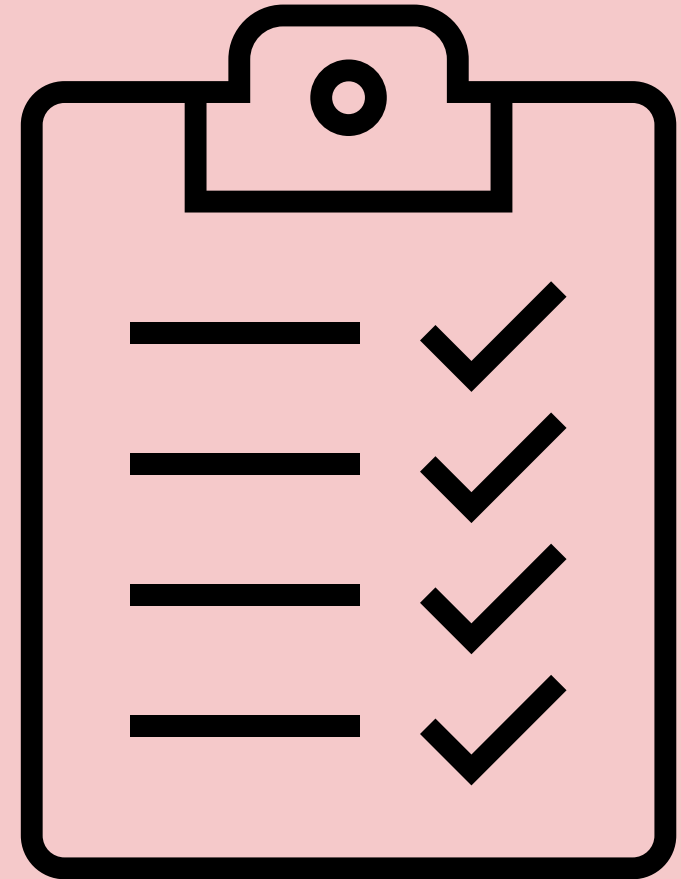
- Academic transcript from your bachelor's studies or a copy of your diploma
- Self-assessment
- Course descriptions
- GPA calculator
- C.V. (Curriculum Vitae)
- Proof of English language proficiency
- *Only if relevant: Transcripts or diplomas for all completed courses from previous unfinished Master's programmes*

By **1 September**

- A copy of your passport

By **20 September**

- A copy of your bachelor's diploma



1. Your official transcript of records (list of results)

Your official transcript of records must be:

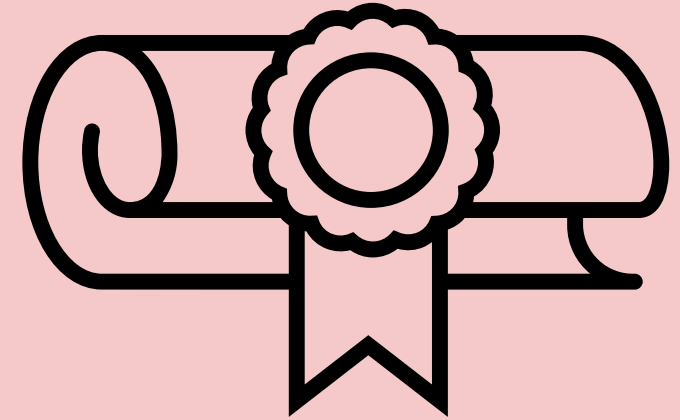
- in English, either directly from your university or translated by an authorized translator
- stamped and signed by your university/translator

OR

- be verifiable online

We accept scanned copies, but they still need to be stamped and signed.

If you have already graduated and have received your diploma, please upload a copy of your diploma as well.



**Bilkent University
Ankara, Turkey
Official Transcript**

Name: xxxxxxx
Last Name: xxxxxxx
Student No: xxxxxxxx
Degree: Bachelor of Science
Program: Computer Engineering
Faculty/School: Faculty of Engineering
Date of Issue: 27 September 2021

Date of Entry: 4 September 2018
Type of Admission: Placement Exam (DİYM)
Current CGPA: 3.45
Current SGPA: 3.45
Date of Graduation: N/A
Graduation CGPA: N/A

Page 1 of 2

2018-2019 Fall						
Course Code	Course Name	Repeating	Grade	Credits	ECTS Credits	Grade Points
CE 101	Algorithms and Programming I		A	4	6.0	24.0
ENG 101	English and Composition I		A	3	5	15.0
SE 100	Orientation		A	1	2	4.0
SE 300	Collegiate Activities Program I		B	0	1	0.0
MATH 101	Calculus I		C+	4	6.0	9.2
MSB 110	Introduction to Modern Biology		B+	3	5	9.9
TURK 101	Turkish I		A-	2	3.0	7.4
GPA	3.44	Repeater Totals		17		58.0
CGPA	3.44	Previous Totals		0		0.0
Academic Standing	HONOR		Grand Totals		17	58.0
2018-2019 Spring						
Course Code	Course Name	Repeating	Grade	Credits	ECTS Credits	Grade Points
CE 102	Algorithms and Programming II		A	4	6.0	24.0
ENG 102	English and Composition II		A	3	5	15.0
SE 301	Collegiate Activities Program II		A	1	2	4.0
LHD 141	Idare I		B-	3	5	9.1
MATH 102	Calculus II		C+	4	6.0	9.2
MATH 132	Discrete and Combinatorial Mathematics		B-	3	5	9.1
TURK 102	Turkish II		A-	2	3.0	7.4
GPA	3.34	Repeater Totals		30		84.8
CGPA	3.33	Previous Totals		17		58.0
Academic Standing	HONOR		Grand Totals		37	123.3
2019-2020 Fall						
Course Code	Course Name	Repeating	Grade	Credits	ECTS Credits	Grade Points
CE 301	Fundamental Structures of Computer Science I		B-	3	5	9.1
CE 320	Digital Design		B+	4	6.0	13.2
HST 300	History of Turkey		A	4	6.0	18.0
HUM 111	Cultures, Civilizations and Ideas I		A	3	5	12.0
PHYS 101	General Physics I		B	4	6.0	12.0
GPA	3.41	Repeater Totals		18		81.3
CGPA	3.38	Previous Totals		37		123.3
Academic Standing	HONOR		Grand Totals		55	184.6
2019-2020 Spring						
Course Code	Course Name	Repeating	Grade	Credits	ECTS Credits	Grade Points
CE 302	Fundamental Structures of Computer Science II		B+	3	5	9.9
CE 324	Computer Organization		A	4	6.0	18.0
HUM 112	Cultures, Civilizations and Ideas II		A	3	5	12.0
MATH 220	Linear Algebra and Differential Equations		B	4	6.0	12.0
MATH 230	Probability and Statistics for Engineers		B+	3	5	9.9
GPA	3.52	Repeater Totals		17		58.0
CGPA	3.38	Previous Totals		55		184.6
Academic Standing	HIGH HONOR		Grand Totals		72	242.6


Registrar



Transcript example

- ✓ stamped and signed by university



Address: University Campus – Rio – Patras
Information: PANAGIOTA SKARMOUTSOU
Tel.: 2610969203
Telefax: 2610997306
Email: grambio@upatras.gr
Patras, 01.12.2021
Ref. no: 1442

CERTIFICATE
(of Graduate)
(Successes)

The student of the first course of studies with Student Reg. No. 1063191 and the following data:

Student's personal data:

Surname: xxxxx
Name: xxx
Father's name: xxxxx
Place of birth: xxxxx Year of birth: xxx

Data regarding studies:

Registration Mode: NATIONAL (PAN-HELLENIC) EXAMINATIONS
Academic year of first registration: 2017-18 Semester of 1st registration: 1st
Date of completion of studies: 26.10.2021
Student Status: Graduate
Grade of the Degree: SEVEN AND EIGHTY-ONE HUNDREDTHS (7.81)

Ioannis Christopoulos
Lawyer
5, Zolokosta Street - Syntagma
Athens - Greece
tel. +30-210 3392437, 8, 9
tel/fax: +30-210 3392430, 1, 2
/china_bar_association_reg. Number 22419

ΔΟΥΛΟΣ
tagme
8, 9
, 1, 2
er 22449

Explanations:

- **Shaded course:** the grade of the course is not calculated in the Degree/Diploma grade, but its successful examination/completion is required in order to be admitted to the degree/diploma.
- **Shaded course with asterisk:** the grade of the course is not calculated in the Degree/Diploma grade and its successful examination/completion is not required in order to be admitted to the degree/diploma.

• **Grading scale**

Successful examination	Grade higher or equal to 5 (five)
Unsuccessful examination	Grade lower than 5 (five)

• **Grading Scale in ECTS grade**

For the best successful candidates at a rate of 10%	A
For the next successful candidates at a rate of 25%	B
For the next successful candidates at a rate of 30%	C
For the next successful candidates at a rate of 25%	D
For the last successful candidates at a rate of 10%	E
Unsuccessful examination - Certain additional improvements are required, in order for the performance to be considered successful	FX
Unsuccessful examination - Additional substantial improvements are required	F
The equivalence in ECTS grade (A, B, C, D, E) is based on a control group of at least 100 students, according to the Ministerial Decision F.5/89656/B3/2007. If there is no sufficient control group, the grade corresponds to P (Pass).	P

• **Course category**

Comp	Compulsory Courses
Ele	Elective

Translation true and in conformity
with the attached GREEK text
hereto attached (article 36 of the
lawyers' Code)
19 JAN 2022
Athens..... Lawyer

Ioannis Christopoulos
Lawyer
5, Zolokosta Street - Syntagma
Athens - Greece
tel. +30-210 3392437, 8, 9
tel/fax: +30-210 3392430, 1, 2
Athens bar association reg. Number 22419

Transcript example

✓ translated by an authorized translator

Diploma example – verify online

- ✓ link
- ✓ QR code
- ✓ verify signature online
- ✓ barcode

El presente documento es válido con la Ley 39/2015, de 1 de octubre, del Texto Refundido de la Ley de Procedimiento Administrativo Común de las Administraciones Públicas (BOE 10/10/2015) y con la Ley 17/2014, de 9 de octubre, de Transparencia y Acceso a la Información Pública. Para verificar el presente documento consulte la web de la Universidad Autónoma de Madrid (UAM) en el siguiente enlace: www.uam.es/registro

El presente documento es válido con la Ley 39/2015, de 1 de octubre, del Texto Refundido de la Ley de Procedimiento Administrativo Común de las Administraciones Públicas (BOE 10/10/2015) y con la Ley 17/2014, de 9 de octubre, de Transparencia y Acceso a la Información Pública. Para verificar el presente documento consulte la web de la Universidad Autónoma de Madrid (UAM) en el siguiente enlace: www.uam.es/registro



CERTIFICADO EXPEDIENTE ACADÉMICO PERSONAL TRANSCRIPT OF GRADES

XXX, Administrador Gerente / Administrative Manager Facultad de Ciencias de la Universidad Autónoma de Madrid (*).

CERTIFICO / HEREBY CERTIFIES:

Que según los documentos originales que se encuentran en esta unidad de gestión académica, XXX, natural de Madrid (Madrid), España, con el DNI/Pasaporte núm. XXX, ha cursado las siguientes asignaturas dentro del plan de estudios:

In accordance with the original documents held in the Academic Registrar's Office, XXX, born in Madrid (Madrid), Spain, with I.D./Passport number XXX, has attended the courses listed below in the following programme of studies:

Graduado/a en Ciencias Ambientales y en Geografía y Ordenación del Territorio

Código Code	Asignatura Subject	Año Academic year	Calificación Mark
[créditos / credits - carácter / credit type - ciclo / cycle - Curso / year]			
15476	QUÍMICA CHEMISTRY	2019/17	Y 8,3 Notable
9,0 créditos / credits @ formación básica / Basic Training, Primer curso / First year Rama de conocimiento: Ciencias Branch of knowledge: Sciences			
15477	GEOLOGÍA GEOLOGY	2019/17	Y 7,8 Notable
9,0 créditos / credits @ formación básica / Basic Training, Primer curso / First year Rama de conocimiento: Ciencias Branch of knowledge: Sciences			



Diploma example from China

✓ only stamp

Academy of Foreign Languages University

Year	Term	Course No.	Course Name	Level	Credits	Grade	Pass	Progress	Final
2019	1	190101	College English I	1	3	85	Pass	85	85
2019	2	190102	College English II	1	3	80	Pass	80	80
2019	3	190103	College English III	1	3	85	Pass	85	85
2019	4	190104	College English IV	1	3	80	Pass	80	80
2019	5	190105	College English V	1	3	85	Pass	85	85
2019	6	190106	College English VI	1	3	80	Pass	80	80
2019	7	190107	College English VII	1	3	85	Pass	85	85
2019	8	190108	College English VIII	1	3	80	Pass	80	80
2019	9	190109	College English IX	1	3	85	Pass	85	85
2019	10	190110	College English X	1	3	80	Pass	80	80
2019	11	190111	College English XI	1	3	85	Pass	85	85
2019	12	190112	College English XII	1	3	80	Pass	80	80
2019	13	190113	College English XIII	1	3	85	Pass	85	85
2019	14	190114	College English XIV	1	3	80	Pass	80	80
2019	15	190115	College English XV	1	3	85	Pass	85	85
2019	16	190116	College English XVI	1	3	80	Pass	80	80
2019	17	190117	College English XVII	1	3	85	Pass	85	85
2019	18	190118	College English XVIII	1	3	80	Pass	80	80
2019	19	190119	College English XIX	1	3	85	Pass	85	85
2019	20	190120	College English XX	1	3	80	Pass	80	80
2019	21	190121	College English XXI	1	3	85	Pass	85	85
2019	22	190122	College English XXII	1	3	80	Pass	80	80
2019	23	190123	College English XXIII	1	3	85	Pass	85	85
2019	24	190124	College English XXIV	1	3	80	Pass	80	80
2019	25	190125	College English XXV	1	3	85	Pass	85	85
2019	26	190126	College English XXVI	1	3	80	Pass	80	80
2019	27	190127	College English XXVII	1	3	85	Pass	85	85
2019	28	190128	College English XXVIII	1	3	80	Pass	80	80
2019	29	190129	College English XXIX	1	3	85	Pass	85	85
2019	30	190130	College English XXX	1	3	80	Pass	80	80
2019	31	190131	College English XXXI	1	3	85	Pass	85	85
2019	32	190132	College English XXXII	1	3	80	Pass	80	80
2019	33	190133	College English XXXIII	1	3	85	Pass	85	85
2019	34	190134	College English XXXIV	1	3	80	Pass	80	80
2019	35	190135	College English XXXV	1	3	85	Pass	85	85
2019	36	190136	College English XXXVI	1	3	80	Pass	80	80
2019	37	190137	College English XXXVII	1	3	85	Pass	85	85
2019	38	190138	College English XXXVIII	1	3	80	Pass	80	80
2019	39	190139	College English XXXIX	1	3	85	Pass	85	85
2019	40	190140	College English XL	1	3	80	Pass	80	80
2019	41	190141	College English XLI	1	3	85	Pass	85	85
2019	42	190142	College English XLII	1	3	80	Pass	80	80
2019	43	190143	College English XLIII	1	3	85	Pass	85	85
2019	44	190144	College English XLIV	1	3	80	Pass	80	80
2019	45	190145	College English XLV	1	3	85	Pass	85	85
2019	46	190146	College English XLVI	1	3	80	Pass	80	80
2019	47	190147	College English XLVII	1	3	85	Pass	85	85
2019	48	190148	College English XLVIII	1	3	80	Pass	80	80
2019	49	190149	College English XLIX	1	3	85	Pass	85	85
2019	50	190150	College English L	1	3	80	Pass	80	80
2019	51	190151	College English LI	1	3	85	Pass	85	85
2019	52	190152	College English LII	1	3	80	Pass	80	80
2019	53	190153	College English LIII	1	3	85	Pass	85	85
2019	54	190154	College English LIV	1	3	80	Pass	80	80
2019	55	190155	College English LV	1	3	85	Pass	85	85
2019	56	190156	College English LVI	1	3	80	Pass	80	80
2019	57	190157	College English LVII	1	3	85	Pass	85	85
2019	58	190158	College English LVIII	1	3	80	Pass	80	80
2019	59	190159	College English LIX	1	3	85	Pass	85	85
2019	60	190160	College English LX	1	3	80	Pass	80	80
2019	61	190161	College English LXI	1	3	85	Pass	85	85
2019	62	190162	College English LXII	1	3	80	Pass	80	80
2019	63	190163	College English LXIII	1	3	85	Pass	85	85
2019	64	190164	College English LXIV	1	3	80	Pass	80	80
2019	65	190165	College English LXV	1	3	85	Pass	85	85
2019	66	190166	College English LXVI	1	3	80	Pass	80	80
2019	67	190167	College English LXVII	1	3	85	Pass	85	85
2019	68	190168	College English LXVIII	1	3	80	Pass	80	80
2019	69	190169	College English LXIX	1	3	85	Pass	85	85
2019	70	190170	College English LXX	1	3	80	Pass	80	80
2019	71	190171	College English LXXI	1	3	85	Pass	85	85
2019	72	190172	College English LXXII	1	3	80	Pass	80	80
2019	73	190173	College English LXXIII	1	3	85	Pass	85	85
2019	74	190174	College English LXXIV	1	3	80	Pass	80	80
2019	75	190175	College English LXXV	1	3	85	Pass	85	85
2019	76	190176	College English LXXVI	1	3	80	Pass	80	80
2019	77	190177	College English LXXVII	1	3	85	Pass	85	85
2019	78	190178	College English LXXVIII	1	3	80	Pass	80	80
2019	79	190179	College English LXXIX	1	3	85	Pass	85	85
2019	80	190180	College English LXXX	1	3	80	Pass	80	80
2019	81	190181	College English LXXXI	1	3	85	Pass	85	85
2019	82	190182	College English LXXXII	1	3	80	Pass	80	80
2019	83	190183	College English LXXXIII	1	3	85	Pass	85	85
2019	84	190184	College English LXXXIV	1	3	80	Pass	80	80
2019	85	190185	College English LXXXV	1	3	85	Pass	85	85
2019	86	190186	College English LXXXVI	1	3	80	Pass	80	80
2019	87	190187	College English LXXXVII	1	3	85	Pass	85	85
2019	88	190188	College English LXXXVIII	1	3	80	Pass	80	80
2019	89	190189	College English LXXXIX	1	3	85	Pass	85	85
2019	90	190190	College English LXXXX	1	3	80	Pass	80	80
2019	91	190191	College English LXXXXI	1	3	85	Pass	85	85
2019	92	190192	College English LXXXXII	1	3	80	Pass	80	80
2019	93	190193	College English LXXXXIII	1	3	85	Pass	85	85
2019	94	190194	College English LXXXXIV	1	3	80	Pass	80	80
2019	95	190195	College English LXXXXV	1	3	85	Pass	85	85
2019	96	190196	College English LXXXXVI	1	3	80	Pass	80	80
2019	97	190197	College English LXXXXVII	1	3	85	Pass	85	85
2019	98	190198	College English LXXXXVIII	1	3	80	Pass	80	80
2019	99	190199	College English LXXXXIX	1	3	85	Pass	85	85
2019	100	190200	College English LXXXXX	1	3	80	Pass	80	80

**Questions about
the transcript?**



2. Self-assessment

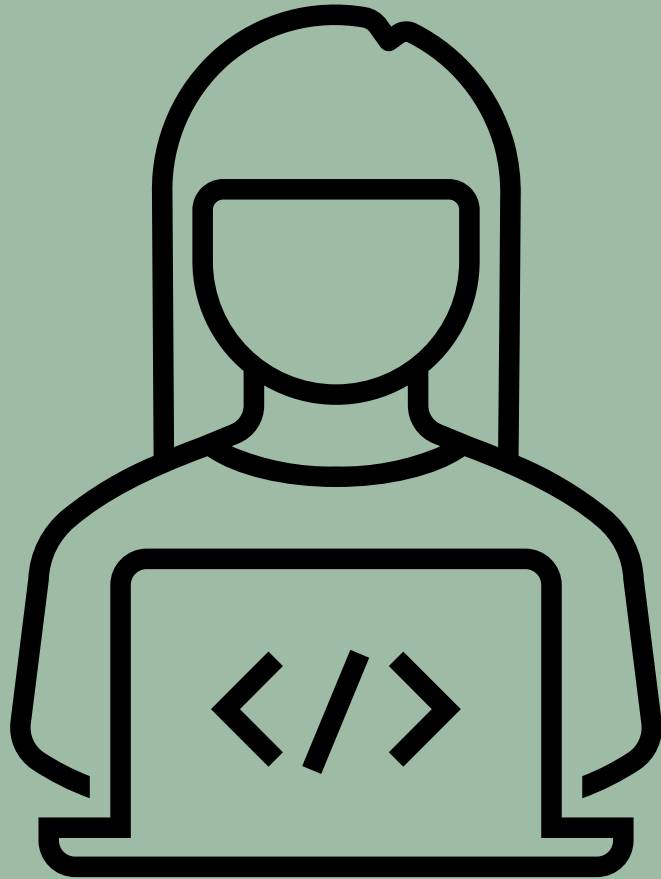
The self-assessment provides an overview of how you fulfill the specific academic admission requirements.

The admission committee will use your self-assessment to assess if you are qualified for admission.

Courses and projects you can include in the self-assessment

- Completed courses that are a part of your bachelor's degree
- If you include courses that are yet to be completed, please indicate this by **writing in red font**. Please include the date you expect to have completed the course
- Up to 30 ECTS of courses that were completed **before** you completed your bachelor's degree - please indicate this by **writing in green font**





Self-assessment

How to find the correct self-assessment

Go to the programme you wish to apply for at ku.dk/studies/masters and follow these steps:

1. Admission and application
2. Citizen in a country outside EU/EEA/Switzerland
3. International bachelor's degree
4. Collect documentation for your application
5. Click on Self-assessment
6. Choose the correct self-assessment form in the drop-down menu

How to use the form

- Fill in those of your courses that cover the specific requirements of the programme
- Save the file as an Excel file and name it: [Your name]_Self-assessment
- Upload the Excel file to your application

How you fill out the self-assessment

The self-assessment form is specific for each MSc programme.

You must fill in the correct self-assessment for each programme you are applying for.

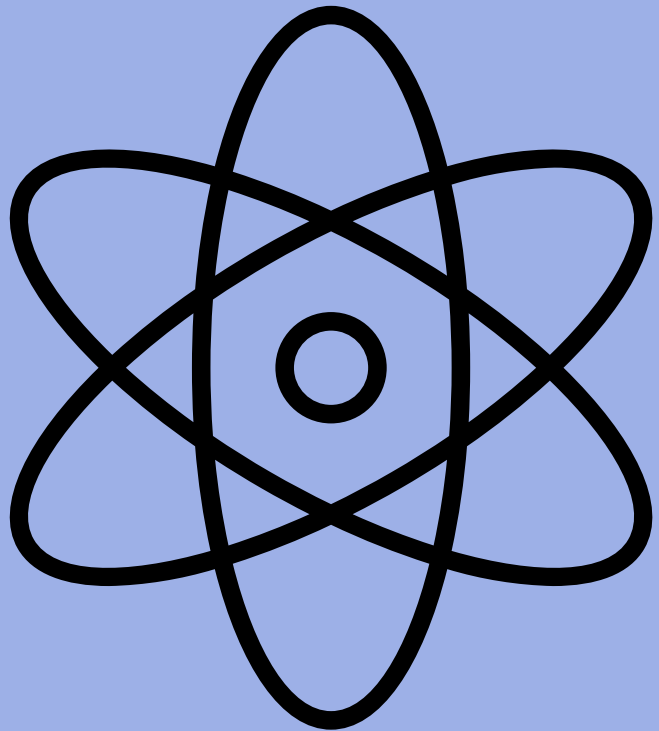
Important:

- Only include relevant courses from your bachelor's degree as they are written in your transcript
- Make sure to convert your university's credits into ECTS (if your university does not use ECTS)

Self-assessment					
Admission requirements for Biology (MSc)	Courses completed/to be completed before study start	Date of completion dd.mm.yyyy	Credits	ECTS	ECTS in total
Ecology (5 ECTS)	Ecology	01.12.2023	8	8	8
Organismal biology (5 ECTS)	Biology of Chordates	01.12.2022	8	8	24
	Biology of Arthropods	01.02.2025	8	8	
	Biology of Not Vascular Plants	04.07.2023	8	8	
Evolution biology (5 ECTS)	Evolution	04.07.2023	8	8	8
Cell biology (5 ECTS)	Cell Biology	10.12.2022	9	9	9
Physiology (5 ECTS)	Animal Morphophysiology I	01.12.2021	8	8	24
	Animal Morphophysiology II	04.07.2018	8	8	
	Plant Morphophysiology	01.12.2021	8	8	
Molecular biology (5 ECTS)	Molecular Biology	06.07.2023	9	9	9
Microbiology (5 ECTS)	Microbiology	04.07.2022	9	9	9
Statistics (5 ECTS)	Calculus	04.06.2023	6	6	18
	Biostatistics	01.12.2023	6	6	
	Algebra	01.12.2019	6	6	
Data science and programming e.g., R and Python	Introduction to Computing Language	01.12.2022	6	6	14
	Computing and Biology	04.07.2023	8	8	
Chemistry (5 ECTS)	General Chemistry	01.12.2023	9	9	9
Biochemistry (5 ECTS)	Biochemistry	04.07.2023	9	9	9
Practical skills within laboratory and field work within the main areas of biology (30 ECTS)	Field Techniques and Laboratory	04.07.2023	8	8	35
	Molecular Biology Laboratory	04.07.2023	9	9	
	Cell Biology Laboratory	05.02.2019	9	9	
	Microbiology Laboratory	01.12.2022	9	9	

**Questions about the
self-assessment?**





3. Course descriptions

What courses do I include?

The course descriptions of the courses you have listed in your self-assessment

Course descriptions must be:

In English or one of the Scandinavian languages (Danish, Swedish, Norwegian)

Course descriptions can be:

- Filled out/translated by you, using our template
- Print-outs from the university's website
- Photocopies from your university's academic handbook or course lists

We do not accept:

- Web links to course descriptions
- Descriptions of courses NOT mentioned in your self-assessment

Description of Courses

Beijing Forestry University

Name: XXXXXXXXXX



Completed Courses

In addition to graduation thesis, the following courses include 5 types of courses: general courses, professional basic courses, professional core courses, professional elective courses, and public elective courses. Among them, the first three categories are compulsory courses, and the latter two are optional courses. General courses aim to teach basic knowledge. Professional basic, core and elective courses are related to the major of ornamental horticulture. Public elective courses are chosen by students out of personal interest and do not have direct link with this major. Because some general courses and public elective courses are not closely related with the programme I applying for (e.g., Appreciation of movies, Introduction to Mao Zedong thoughts and Chinese Socialism), they are not listed in the table below.

Some courses include classroom-based theory courses and practice courses, and students are taught by same teacher during them, so the credits, ECTS, and duration are the sum total of both theory course and practice course in this table. In undergraduate academic record sheet, the course titles of these practice courses usually are as same as theory course titles or marked with a '(practice)' after theory course titles. Except these courses, there is another kind of experimental course. This kind of course is different from the practice course. They are usually conducted in the laboratories or companies and are listed separately in this table. Additionally, because some courses are divided into two parts and are conducted in two semesters (there are two final exams and two grades in record sheet), the credits, ECTS, and duration of these courses in this table are also the sum of the two semesters.

1	Course	Type	Credits	ECTS(Credits*1.5)	Duration(hours)	Examination forms
	Advanced Mathematics D	Professional basic course	5	7.5	80	Closed-book exam
	Remarks	Description				Teaching materials
		The course includes functions, limits and continuity, derivative and differential, mean value theorem and the applications of derivatives, indefinite integral, definite integral, definite integral in geometry, the differential method of multivariate function and double integral.				Textbook - <i>College Mathematics</i> (edition 2), Publishing House: China Agricultural University Press
2	Course	Type	Credits	ECTS(Credits*1.5)	Duration(hours)	Examination forms
	General Introduction to Major	Professional basic course	0.5	0.75	8	Final thesis
	Remarks	Description				Teaching materials
		General Introduction to Major is the ornamental horticulture Subjects professional courses, the purpose is to introduce new students to the ornamental horticulture professional profile, curriculum, working opportunity after graduation, professional and skilled research scope and so on... During courses, professor would discuss this major with students and give them inspiration about their future.				Textbook - <i>Advances in Ornamental Horticulture of China</i> , Editor-in-chief: Qixiang Zhang, Publishing House: China Forestry Publishing House

Example of a course description

Use our template for course description

Course descriptions			
Course/subject title	Course description (all topics covered in the course)	Date of completion dd.mm.yyyy	Hours of study OR credits
<i>Please write course titles in English</i>	<i>Please write course descriptions in English</i>		

The course description form must be:

- Saved as an Excel file
- Named [Your name]_coursedescriptions
- Uploaded to your application

**Questions about the
course descriptions?**



4. GPA calculation

We use your GPA calculation to determine if you may be considered for one of the faculty's few governmental scholarships. Additionally, some programmes use GPA as a selection criterion.

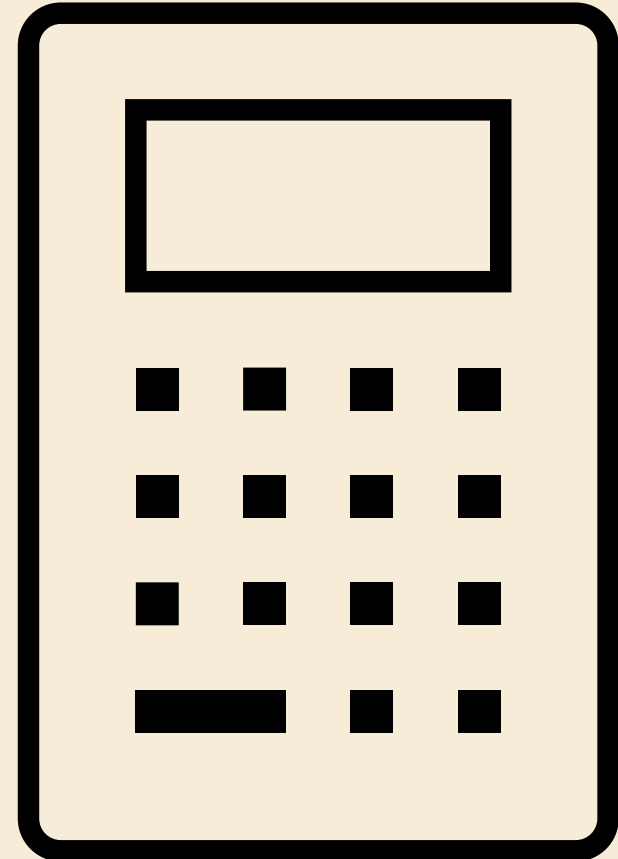
You must calculate your GPA (even if you have an official GPA from your university)

We must be able to compare many different grading systems. This is why you must calculate your GPA in percentage by using **our** UCPH specific GPA calculator.

How to calculate your GPA

You must use our GPA calculator that has a "how-to" guide included.

Once you have calculated your GPA in percentage, you must enter the result in your application and upload your GPA calculator as an excel file.



Example of GPA calculator

GPA PERCENTAGE CALCULATOR

Guide to the GPA percentage calculator

Please use our GPA calculator to convert your bachelor's degree GPA into a percentage so we can compare it with the GPAs of other applicants, regardless of different grading systems.

If you have not completed your bachelor's degree yet, please enter the grades obtained at the time of application.

If you have completed/will complete a double bachelor's degree, please make a GPA calculation for each programme and upload both to the Online Application Portal. When you are asked to enter the result of the GPA calculation in your application, you can choose one of your two calculated GPAs in percentage. We will consider both when we assess your application.

How to use the GPA percentage calculator

1. Begin by filling out the general information about your qualifying bachelor's degree.
 2. Fill out the information about the grading system used on your transcript. To calculate your GPA in percentage, we need to know your university's best possible grade as well as the minimum grade for passing a course at your university.
 - If your university's grading scale goes from **low to high**, the best possible grade might e.g. be 100 and the minimum grade required to pass might e.g. be 40.
 - If your university's grading scale goes from **high to low**, the best possible grade might e.g. be 1 and the minimum grade required to pass might e.g. be 4.
 3. Enter the titles of all your completed courses as listed on your transcript with the corresponding grades and credits obtained.
 - If you have had courses completed with a 'pass', please leave the grades and credits section empty for these courses.
 - If you have completed courses with 0 credits, please leave the grades and credits section empty for these courses.
 4. When you have filled out all parts of the calculator, make sure to **save this file as an Excel file**. Name the Excel file: [Your name]_GPA.
 5. Upload your saved file and enter the result of the calculation in the Online Application Portal under your application.
- If you have any issues converting your grades or questions regarding this calculator, please see our FAQ.

FILL IN INFORMATION BELOW			
Information about your bachelor's degree			
Name of university			
Country of university			
Name of bachelor's programme			
Length of programme in years			
Information about the grading system used on your transcript			
Best possible grade			
Minimum grade required to pass			
Information about your completed courses			
Course title in full	Grades	Credits	Credits x grade
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0

SEE THE RESULT HERE	
Result (your GPA in percentage)	
Fill in all required cells to see the result	← Enter this number in your application

**Questions about your
GPA calculation?**





YOUR NAME

PERSONAL INFORMATION

First name:
Last name:
Date of birth:
Nationality:
E-mail:
Phone:

EDUCATION

DEGREE TITEL | START DATE - DATE OF COMPLETION | EDUCATIONAL INSTITUTION

DEGREE TITEL | START DATE - DATE OF COMPLETION | EDUCATIONAL INSTITUTION

5. Your CV (Curriculum Vitae)

An updated version of your CV/resumé is required. It must include a chronological overview of your academic history.

Your CV can be:

- ✓ Based on our template
- ✓ Your own document

There are no other requirements:

- A photo is not required.

**Questions about
your C.V.?**



6. Proof of English language proficiency

You must document one of the following bullets to fulfill the language requirements:

Deadline **15 January**

- Danish high school with minimum English B
- Danish bachelor's degree
- Nordic entrance exam with a level comparable to English B in Denmark
- An English-taught high school diploma, bachelor's degree or master's degree from:
 - USA, Canada, Australia, New Zealand, UK or Ireland.An exchange semester/year will not exempt you from the requirement.
- International Baccalaureate OR European Baccalaureate
- German high school: Abiturzeugnis



Accepted language tests and results

We only accept the following language tests and results:

- Cambridge English: Proficiency (CPE) or Advanced (CAE) passed at level **C1** or **C2**
- IELTS (Academic incl. Online) with a minimum overall score of **6.5**
- TOEFL Tests with a minimum score of **83**:
(Institutional code 0177)
 - Internet-based TOEFL-test
 - iBT Home Edition

We do not accept “MyBest Scores”

Validity of the language tests:

- IELTS and TOEFL results are only valid for two years.
Tests passed before 15 January 2023 are not accepted
- Cambridge test results do not expire



Certificate of Proficiency in English

Statement of Results

Candidate name

XXXXXXXXXX

Session

December
(CPEG) 2015

Place of entry

XXXXXXXXXX

Result

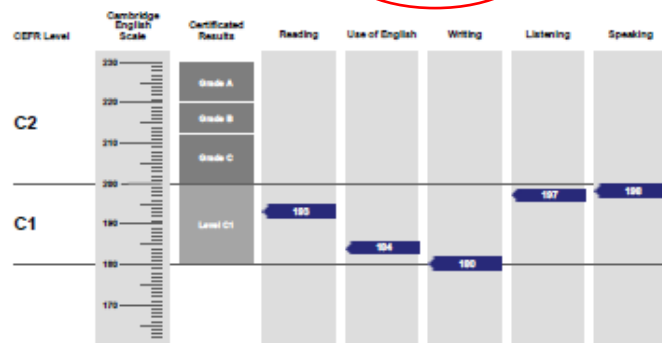
Council of Europe
Level C1

Overall Score

190

CEFR Level

C1



The Certificate of Proficiency in English (CPE) is an examination targeted at Level C2 in the Council of Europe's Common European Framework of Reference.

Candidates achieving Grade A, Grade B or Grade C (between 200 and 230 on the Cambridge English Scale) receive the Certificate of Proficiency in English stating that they have demonstrated ability at Level C2.

Candidates whose performance is below Level C2, but falls within Level C1 (between 180 and 199 on the Cambridge English Scale), receive a Cambridge English certificate stating that they have demonstrated ability at Level C1.

Cambridge English Language Assessment examination results can be quickly and securely verified online at: www.cambridgeenglish.org/verifiers

THIS IS NOT A CERTIFICATE

Cambridge English Language Assessment reserves the right to amend the information given before the issue of certificate to successful candidates.

Results Score

Pass at Grade A	220 — 230
Pass at Grade B	213 — 219
Pass at Grade C	200 — 212
Level C1	180 — 199

Candidates taking the Certificate of Proficiency in English scoring between 152 and 179 on the Cambridge English Scale do not receive a certificate.

Cambridge English Scale scores below 162 are not reported for the Certificate of Proficiency in English.

Other

X - the candidate was absent from part of the examination
 Z - the candidate was absent from all parts of the examination
 Pending - a result cannot be issued at present, but will follow in due course
 Withheld - the candidate should contact their centre for information
 Exempt - the candidate was not required to sit this part of the examination

Example of Cambridge
Proficiency (CPE) or Advanced (CAE)
passed at level **C1** or **C2**

Test Report Form

ACADEMIC

NOTE Admission to undergraduate and post graduate courses should be based on the ACADEMIC Reading and Writing Modules.
GENERAL TRAINING Reading and Writing Modules are not designed to test the full range of language skills required for academic purposes.
It is recommended that the candidate's language ability as indicated in this Test Report Form be re-assessed after two years from the date of the test.

Centre Number [REDACTED] Date 19/NOV/2021 Candidate Number [REDACTED]

Candidate Details

Family Name [REDACTED]
First Name [REDACTED]
Candidate ID [REDACTED]

Date of Birth [REDACTED] Sex (M/F) [REDACTED] Scheme Code Private Candidate

Country or Region of Origin [REDACTED]

Country of Nationality CHINA (PEOPLE'S REPUBLIC OF)

First Language CHINESE

Test Results

Listening 7.0 Reading 7.0 Writing 6.5 Speaking 6.0 **Overall Band Score 6.5** CEFR Level B2

Administrator Comments

[REDACTED]

Centre stamp



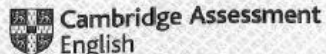
Validation stamp



Administrator's Signature [REDACTED]

Date 25/11/2021

Test Report Form Number [REDACTED]



Example of IELTS

a minimum overall score of 6.5

Name: [Redacted]
Last (Family/Surname) Name, First (Given) Name Middle Name
 Email: [Redacted]
 Gender: [Redacted] | Appointment Number: [Redacted]
 Date of Birth: [Redacted] | Test Date: October 04, 2020



Inst. Code Dept. Code

Country of Birth: China
 Native Language: Chinese
 Test Center: [Redacted] - Special Home Edition
 Test Center Country: Hong Kong, China

Security Identification

ID Type: PASSPORT ID No.: xxxxxxxxxxxxxxxxxxxxxx7715 Issuing Country: China

THIS IS A PDF SCORE REPORT, DOWNLOADED AND PRINTED BY THE TEST TAKER.

October 04, 2020 Test Date Scores

Reading:	29	0	30
Listening:	27	0	30
Speaking:	20	0	30
Writing:	25	0	30

MyBest™ Scores

Your highest section scores from all valid test dates, as of October 12, 2020.

Sum of Highest Section Scores

101

out of 120

Reading:	29	0	30
Test Date: Oct 04, 2020			
Listening:	27	0	30
Test Date: Oct 04, 2020			
Speaking:	20	0	30
Test Date: Oct 04, 2020			
Writing:	25	0	30
Test Date: Oct 04, 2020			

A total score is not reported when one or more sections have not been administered. Expired scores are not included in MyBest™ calculations.

Example of TOEFL
 a minimum score of 83 points

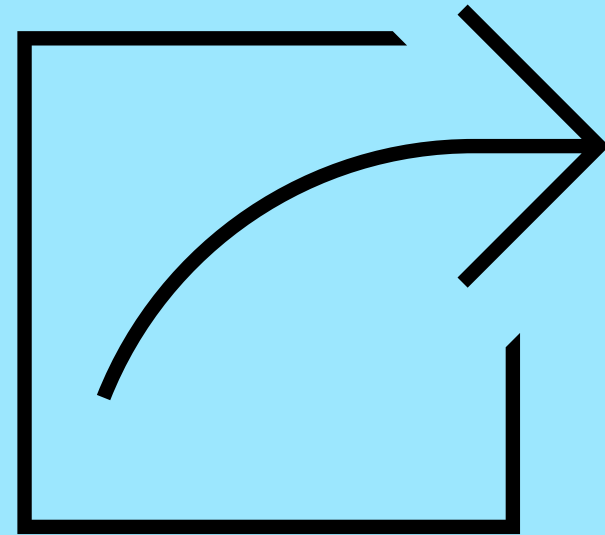
**Questions about
the language
requirements?**



7. Transcript/diploma from an MSc programme

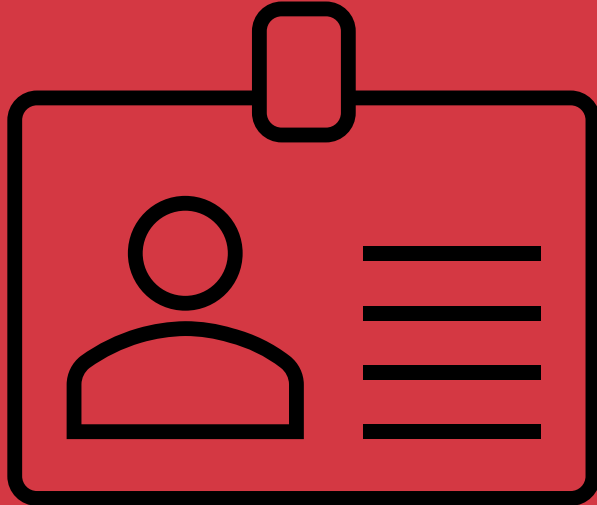
Have you been enrolled in another master's programme?

- If you have completed MSc courses as part of an **unfinished** MSc degree you must upload documentation in your application.
It will be evaluated whether you are eligible for a mandatory credit transfer. This is according to Danish law.
- If you have completed a master's programme you must upload your transcript and diploma.



**Questions about
completed
courses/degree at
the MSc level?**





8. Your passport/ID

You must upload a scanned copy of your passport/national ID in your application

Deadline **1 September**

The passport/national ID must be valid and contain:

- Photo
- Full name
- Date of birth
- Nationality

If you have more than one passport/citizenship please upload the passport you will use to travel to Denmark.

**Questions about
your passport?**



9. Official documentation for completed BSc degree

You must document that you have completed your Bachelor's degree no later than **20 September**

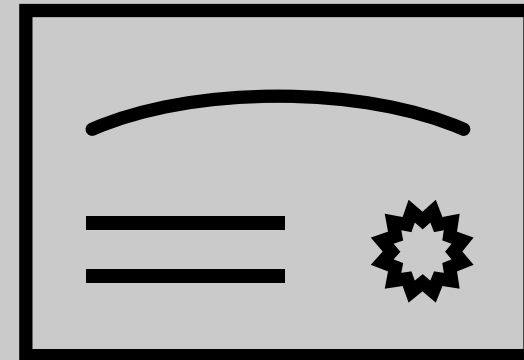
We can receive your official diploma in the following ways:

1) Send a scanned copy of your official diploma by email

- Send the email to msc-admissions@science.ku.dk from the email address you have registered in the application portal.

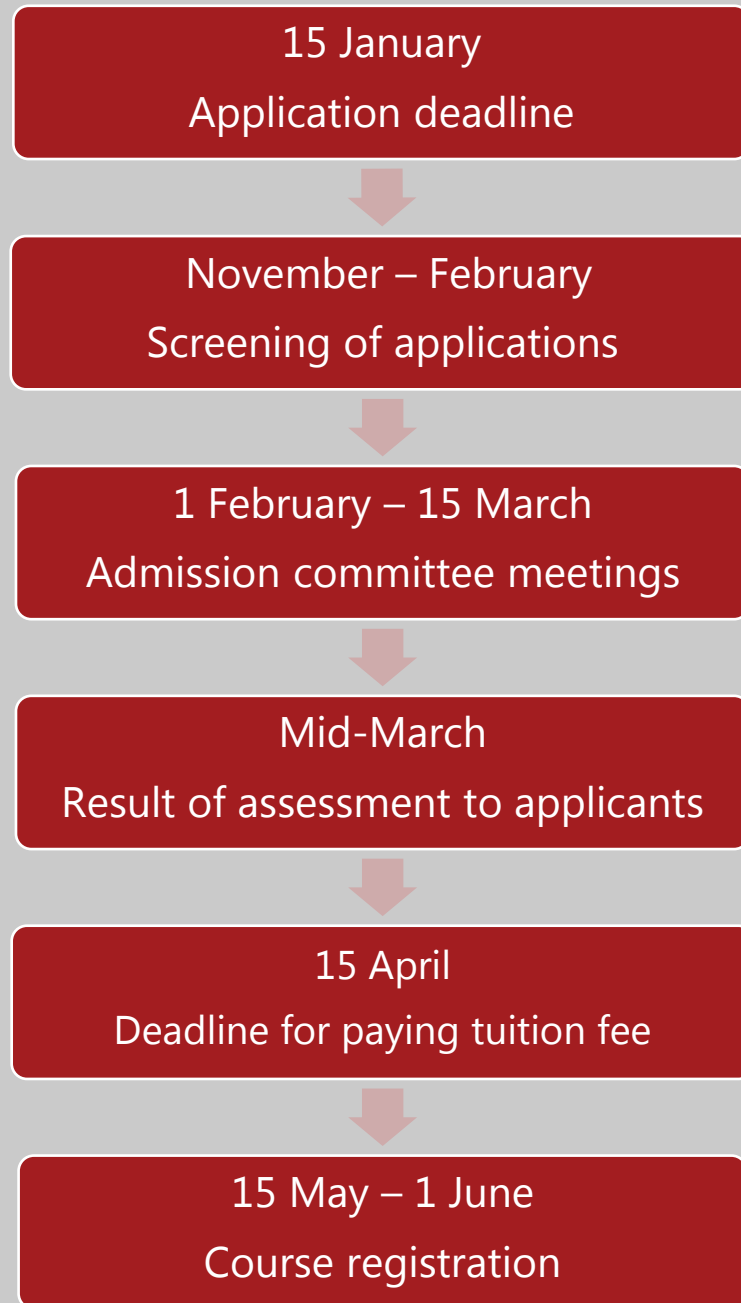
2) Get your former university to send us an e-mail

- The e-mail must be sent from an official university administration e-mail account
- The e-mail must be sent directly from your university to: msc-admissions@science.ku.dk
- The e-mail must state that:
 - you have completed your bachelor's degree at their institution
 - or
 - it must contain a link to an online or digital service where we can verify your degree



**Questions about
the official
documentation for
a completed BSc
degree?**





What happens after you apply?

More information about

- Course registration
- Housing, visa and documentation
- Study start, late course registration and credits from an unfinished MSc

Housing and useful websites

Finding housing in Copenhagen

- It can take time to find suitable housing in Copenhagen
- All international students are automatically signed up for housing in the first year of study via the UCPH Housing Foundation www.housingfoundation.dk. They will reach out to you **by the end of June**.
- You are not guaranteed housing

Information for new students coming to Denmark

- ku.dk/studies/masters/all-programmes
- Student.state-of-denmark.com
- StudyInDenmark.dk
- WorkInDenmark.dk





Welcome programme

Your welcome programme starts from the moment you are admitted.

- 1) **As soon as you are admitted**, your online introduction starts
 - You will be invited to join your online study start modules with information about e.g.:
 - Living in Denmark
 - Your studies at the Faculty of SCIENCE
 - Links, maps, course registration and other practicalities

- 2) **May, June and August**: More information about e.g. visa, housing, documentation and course registration.

- 3) **From the end of August until the beginning of September** Welcome activities online and on campus.
 - We highly recommend that you participate to get the best possible start on your programme
 - Further information will be made available in your e-learning course later on

**Questions about
what happens
after the
deadline and
during the
welcome
programme?**



**ANY FINAL
QUESTIONS**



SCIENCE Student Services

www.science.ku.dk/studentservices

studentservices@science.ku.dk

[Survey: https://www.surveyxact.dk/LinkCollector?key=33GPW2D2JP1P](https://www.surveyxact.dk/LinkCollector?key=33GPW2D2JP1P)

