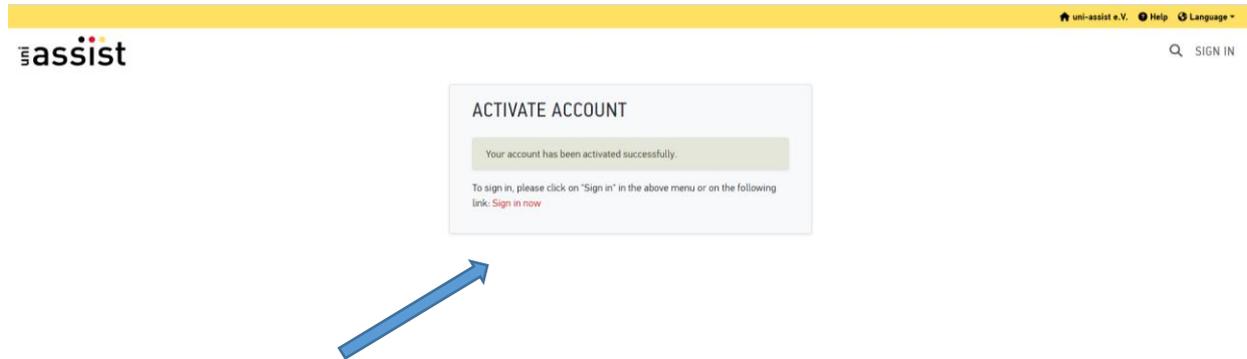


## Anleitung zum Antrag einer Vorprüfungsdocumentation (VPD) bei uni-assist

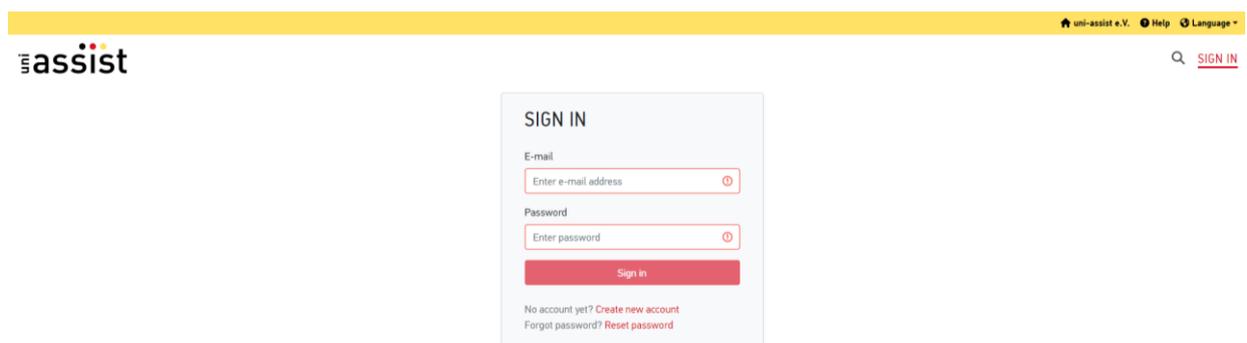
- Um eine Vorprüfungsdocumentation (VPD) bei uni-assist zu beantragen, registrieren Sie sich bitte im Online-Portal [my.uni-assist.de](https://my.uni-assist.de) unter: <https://my.uni-assist.de/registrierung>:

- Danach Checken Sie Ihren **Email-Account** und klicken Sie auf den **Aktivierungslink**, Den uni-assist Ihnen geschickt hat.

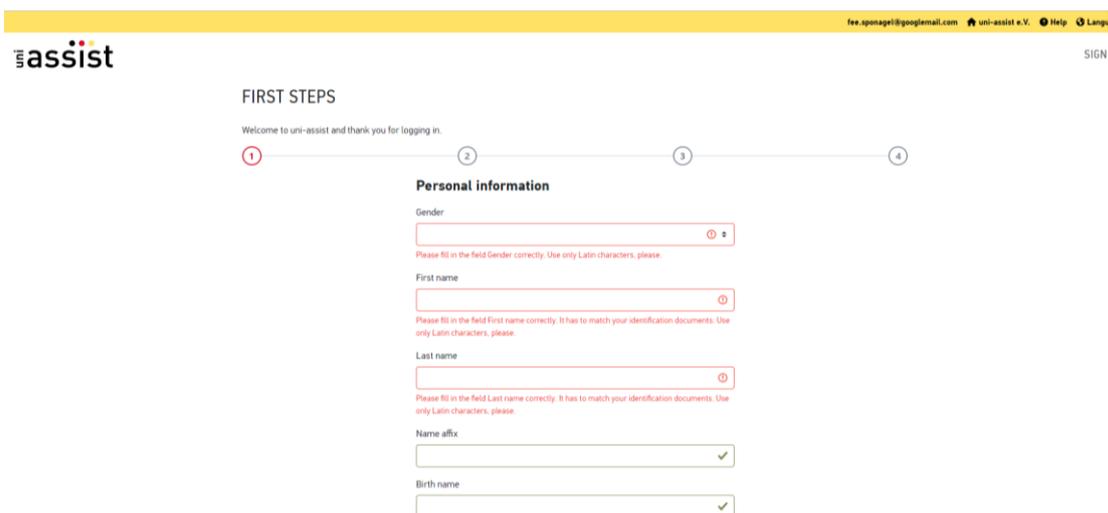
3. Nachdem Sie den Aktivierungslink in der Email angeklickt haben, werden Sie zur folgenden Seite weitergeleitet:



4. Klicken Sie auf “**Jetzt einloggen**” (**sign in now**) und melden Sie sich mit Ihrer Emailadresse und Ihr Passwort, was Sie im Schritt 1 selber angegeben haben:



5. Geben Sie nach dem ersten Login Ihre **Bewerberdaten** und Ihre **Bildungshistorie** an. Erst wenn alles **Vollständig ausgefüllt** ist, können Sie Anträge stellen. Bitte vergessen Sie nicht, Ihre Eingaben zu **speichern!**



**Date of birth**

Day  Month  Year

Please fill in the field Date of birth correctly. It has to match your identification documents. Use only Latin characters, please.

**Place of birth**

Please fill in the field Place of birth correctly. Use only Latin characters, please.

**Citizenship**

Please fill in the field Citizenship correctly. Use only Latin characters, please.

I am not a citizen of any country.

I have come to Germany as a refugee and am interested in further information for refugee applicants.

[Continue](#)



**FIRST STEPS**

Welcome to uni-assist and thank you for logging in.



**Contact information**

c/o (Please enter information as follows: 'c/o Name')

**Street name, house number**

Please fill in the field Street name, house number correctly. Use only Latin characters, please.

**Address continued**

**Postal Code**

**City/Province/Region**

Please fill in the field City/Province/Region correctly. Use only Latin characters, please.

**Country**

Please fill in the field Country correctly. Use only Latin characters, please.

[Back](#) [Continue](#)



**FIRST STEPS**

Welcome to uni-assist and thank you for logging in.



**hochschulstart.de**

Only necessary for DoSV courses: BID (Applicant ID) via hochschulstart.de (B' and 12 digits)

Only necessary for DoSV courses: BAN (Applicant authentication number) via hochschulstart.de (6 digits)

[Back](#) [Continue](#)

## FIRST STEPS

Welcome to uni-assist and thank you for logging in.



### Educational history

#### SCHOOL-LEAVING QUALIFICATION

Have you graduated from school?

Yes  No

In which country have you graduated from school or will be graduating shortly?

Country must be stated.

Name of your highest school-leaving certificate

Please specify your certificate

Other school-leaving certificate

Have you passed the Feststellungsprüfung at a Studienkolleg?

Yes  No

#### DEGREES

After graduating from school, have you completed or will you soon complete a first degree programme of at least three years?

Yes  No

In which country did you attain this first university degree or will you soon attain this first degree?

Country must be stated.

Name of your university

Please specify your university:

Other university

Name of the university degree that you have earned or will be earning shortly

Please specify the highest or most relevant degree that you have earned or will be earning shortly.

Other degree

Name of your subject

Please specify your subject

Other subject

#### TESTAS

Do you want to enter TestAS information? ( Please note: Updating your information may take a few moments.)

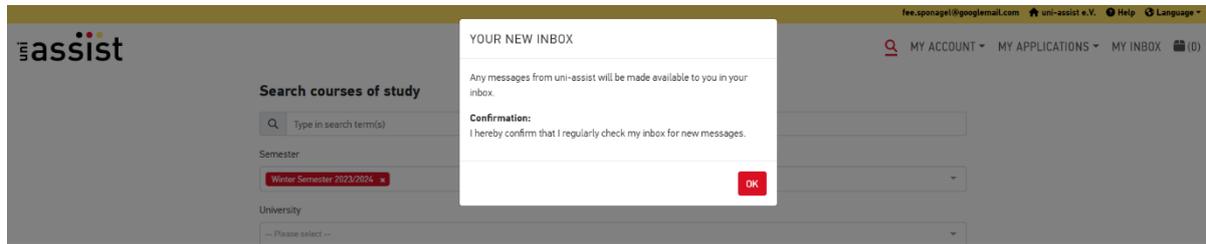
Yes  No

[Back](#)

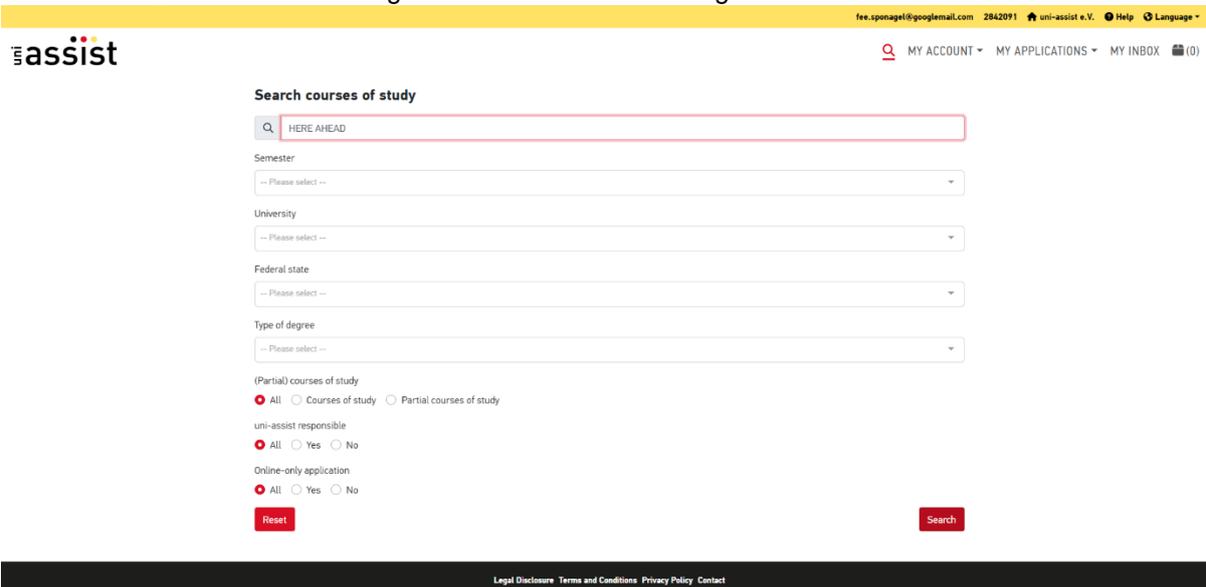
I have read and do accept the current [terms and conditions](#), as well as uni-assist's [privacy policy](#).

Save



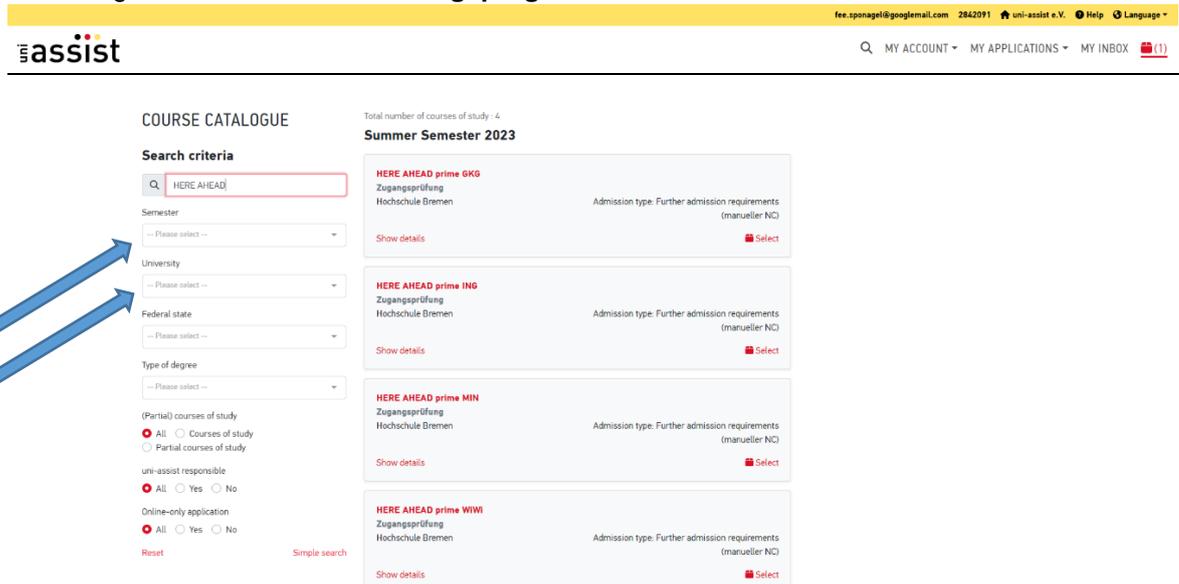


6. Nach dem Speichern, werden Sie darum gebeten, Ihr **Inbox** regelmäßig zu checken. Dann Sie werden zu den Semesterangeboten automatisch weitergeleitet.



### 7. (Nur für Prime Bewerber/innen)

Geben Sie bei "Suchkriterien" (**HERE AHEAD**) ein, wählen Sie das Semester aus und wählen Sie unter Hochschule (**Hochschule Bremen**). Jetzt können Sie Ihr **Cluster** auswählen, in dem Sie gern nach dem **Vorbereitungsprogramm: Prime** studieren möchten.



**8.(Nur für Here Studies Bewerber/innen, die Geflüchtete sind)**

Geben Sie bei Suchkriterien (**Here**) ein, wählen Sie das Semester aus und wählen Sie unter Hochschule (**Universität Bremen**), jetzt können Sie Ihr **Cluster** auswählen, in dem Sie nach dem **Vorbereitungsprogramm: Here Studies** studieren möchten.

SEMESTERANGEBOTE

Suchkriterien

Suche: Here

Semester: Wintersemester 2023/2024

Hochschule: Universität Bremen

Bundesland: -- Bitte wählen --

Abschluss: -- Bitte wählen --

Voll- oder Teilstudiengänge:  Alle  Vollstudiengänge  Teilstudiengänge

uni-assist zuständig:  Alle  Ja  Nein

Reine Online-Bewerbung:  Alle  Ja  Nein

Zurücksetzen Einfache Suche

Studiengänge insgesamt: 4

Wintersemester 2023/2024

<b>HERE GKG</b> Bachelor Universität Bremen Zulassungstyp: NC-frei Details anzeigen <a href="#">Auswählen</a>
<b>HERE ING</b> Bachelor Universität Bremen Zulassungstyp: NC-frei Details anzeigen <a href="#">Auswählen</a>
<b>HERE MIN</b> Bachelor Universität Bremen Zulassungstyp: NC-frei Details anzeigen <a href="#">Auswählen</a>
<b>HERE WIWI</b> Bachelor Universität Bremen Zulassungstyp: NC-frei Details anzeigen <a href="#">Auswählen</a>

9. Nach der Auswahl des Clusters erhalten Sie eine Meldung, dass der Studiengang zu Ihrer Auswahlliste hinzugefügt wurde.

COURSE CATALOGUE

Search criteria

HERE AHEAD

Semester: -- Please select --

University: -- Please select --

Federal state: -- Please select --

Type of degree: -- Please select --

(Partial) courses of study:  All  Courses of study  Partial courses of study

uni-assist responsible:  All  Yes  No

Online-only application:  All  Yes  No

Reset Simple search

Total number of courses of study: 4

Summer Semester 2023

<b>HERE AHEAD prime GKG</b> Zugangsprüfung Hochschule Bremen Admission type: Further admission requirements (manueller NC) Show details <a href="#">Select</a>
<b>HERE AHEAD prime ING</b> Zugangsprüfung Hochschule Bremen Admission type: Further admission requirements (manueller NC) Show details <a href="#">Select</a>
<b>HERE AHEAD prime MIN</b> Zugangsprüfung Hochschule Bremen Admission type: Further admission requirements (manueller NC) Show details <a href="#">Select</a>
<b>HERE AHEAD prime WIWI</b> Zugangsprüfung Hochschule Bremen Admission type: Further admission requirements (manueller NC) Show details <a href="#">Select</a>

The course of study was added to your selection list.

10. Gehen Sie nun auf (**Auswahlliste**). Klicken Sie dafür auf das Box-Symbol oben rechts.

11. Um die Bewerbung zu vervollständigen, klicken Sie auf (**offene Pflichtfragen**) falls es rot markiert ist.

12. Bitte füllen Sie alle rot markierten Felder aus.

uniassist ADDITIONAL APPLICATION-RELATED QUESTIONS

General questions (6/11)

EDUCATIONAL DATA

School(s) attended:  
Please provide details of the secondary school/high school that you attended most recently and the school leaving certificate you obtained:

SCHOOL 1

Period of attendance (from Month/Year to Month/Year):

Name and location of school:

Country:

Name of certificate awarded:

Date of school leaving certificate:  
15 June 2023

If you attended another secondary school/high school and/or obtained another school leaving certificate, please provide details here:

SCHOOL 2

Period of attendance (from Month/Year to Month/Year):

Name and location of school:

Country:

Name of certificate awarded:

Date of school leaving certificate:  
Day Month Year

UNIVERSITY ENTRANCE EXAM

Have you passed a [university entrance exam](#)?

yes  
 no

Name of university entrance exam:

Date of university entrance exam:  
Day Month Year

**uniassist**

**STUDIES OUTSIDE GERMANY**

Please provide details of any university studies or vocational qualifications undertaken outside Germany. You must also provide details of any degree programmes or qualifications which you have not successfully completed.

Have you begun or completed a university degree programme or vocational qualification outside Germany?

yes  
 no

If yes, please provide details here:

**1ST (UNIVERSITY) QUALIFICATION**

Period of study (from Month/Year to Month/Year):

Name and country of awarding institution (in the Latin alphabet):

Location of study (in the Latin alphabet), if different from country of awarding institution:

Subject/subject area:

Type of degree/qualification (e.g. Bachelor of Arts, Master of Science, etc.):

Have you successfully completed the degree programme or vocational qualification?

yes  
 no

If you have begun or completed another university degree programme or vocational qualification outside Germany, please provide details here:

**2ND (UNIVERSITY) QUALIFICATION**

Period of study (from Month/Year to Month/Year):

Name and country of awarding institution (in the Latin alphabet):

Location of study (in the Latin alphabet), if different from country of awarding institution:

Subject/subject area:

Type of degree/qualification (e.g. Bachelor of Arts, Master of Science, etc.):

Have you successfully completed the degree programme or vocational qualification?

yes  
 no

If you have begun or completed another university degree programme or vocational qualification outside Germany, please provide details here:

**3RD (UNIVERSITY) QUALIFICATION**

Period of study (from Month/Year to Month/Year):

Name and country of awarding institution (in the Latin alphabet):

Location of study (in the Latin alphabet), if different from country of awarding institution:

Subject/subject area:

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APPLICATIONS - MY INBOX (1)

uni-assist e.V. Help Language

APPLICATIONS - MY INBOX (1)



Subject/subject area:

Type of degree/qualification (e.g. Bachelor of Arts, Master of Science, etc.):

Have you successfully completed the degree programme or vocational qualification?  
 yes  
 no

**STUDIENKOLLEG/FESTSTELLUNGSPRÜFUNG (FSP)**

**For more information about the "Studienkolleg" (preparatory course) and the "Feststellungsprüfung" (university qualification exam), please click [here](#).**

Have you attended a Studienkolleg in Germany?  
 yes  
 no

Have you passed the Feststellungsprüfung?  
 yes  
 no

Are you currently attending a Studienkolleg and/or will you soon be taking the Feststellungsprüfung?  
 yes  
 no

**Please provide details here:**

**1ST STUDIENKOLLEG/FESTSTELLUNGSPRÜFUNG**

Period of attendance (from Month/Year to Month/Year):

Name and location of the Studienkolleg:

Schwerpunkt-Kurs (focus course):

Date of Feststellungsprüfung:  
Day  Month  Year

**2ND STUDIENKOLLEG/FESTSTELLUNGSPRÜFUNG**

Period of attendance (from Month/Year to Month/Year):

Name and location of the Studienkolleg:

Schwerpunkt-Kurs (focus course):

Date of Feststellungsprüfung:  
Day  Month  Year

Date of Ergänzungsprüfung:  
Day  Month  Year

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ICATIONS - MY INBOX 

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**STUDIES OUTSIDE GERMANY**

**Please provide details of any university studies or vocational qualifications undertaken outside Germany. You must also provide details of any degree programmes or qualifications which you have not successfully completed.**

Have you begun or completed a university degree programme or vocational qualification outside Germany?  
 yes  
 no

**If yes, please provide details here:**

**1ST (UNIVERSITY) QUALIFICATION**

Period of study (from Month/Year to Month/Year):

Name and country of awarding institution (in the Latin alphabet):

Location of study (in the Latin alphabet), if different from country of awarding institution:

Subject/subject area:

Type of degree/qualification (e.g. Bachelor of Arts, Master of Science, etc.):

Have you successfully completed the degree programme or vocational qualification?  
 yes  
 no

**If you have begun or completed another university degree programme or vocational qualification outside Germany, please provide details here:**

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ICATIONS - MY INBOX 

**2ND DEGREE PROGRAMME IN GERMANY**

Period of study (from Month/Year to Month/Year):

Name and location of institution:

Subject:

Type of degree (e.g. Bachelor of Arts, Master of Science, etc.):

Have you successfully completed the degree programme?  
 yes  
 no

**If you have begun or completed another university degree programme in Germany, please provide details here. You must also provide details of any degree programmes which you have not successfully completed.**

**3RD DEGREE PROGRAMME IN GERMANY**

Period of study (from Month/Year to Month/Year):

Name and location of institution:

Subject:

Type of degree (e.g. Bachelor of Arts, Master of Science, etc.):

Have you successfully completed the degree programme?  
 yes

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APPLICATIONS MY INBOX (1)

13. Nachdem Sie alle rot markierten Felder ausgefüllt haben, wird den Text (**offene Pflichtfragen**) grün markiert.

fee.sponagel@googlemail.com 2842071 uni-assist e.V. Help Language

MY ACCOUNT MY APPLICATIONS MY INBOX (1)

### MY SELECTION LIST

Please note the information for the course(s) of study. You can nevertheless choose to submit your application for a fee or remove it from your selection list.

**Summer Semester 2023**

HERE AHEAD prime GKG Application for 1st semester  
 Zugangsprüfung  
 Hochschule Bremen Admission type: Further admission requirements (manueller NC)

Show additional application-related questions (no unanswered mandatory questions) Remove

Show details

---

**Handling fees** EUR 75.00

Based on the information you provided (e.g. school-leaving qualification, citizenship, chosen course of study), uni-assist is not responsible for handling your application for this course of study. Please consult the concerned university if uni-assist is responsible in your case. You can nevertheless choose to submit your application for a fee or remove it from your selection list.

Online-only application: For this application, the university accepts an online-only application for uni-assist's pre-check. Simply upload all the required documents to your My assist account – even without official certification. In some cases, you will need to submit further documents and/or officially certified copies to the university later.

Upload my documents

14. Nun klicken Sie auf (**Meine Dokumente hochladen**) und laden Sie Ihre Zeugnisse hoch, die für die Bewertung relevant sind.

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MY ACCOUNT MY APPLICATIONS MY INBOX (1)

### MY DOCUMENTS

How you can help us evaluate your documents faster:

- Please only upload PDF files (max. 10 MB per document).
- Please upload a document with several pages in **one** PDF file and in the correct page order (e.g. Diploma Supplement).
- Please upload different documents in different files (e.g. school certificate and copy of passport).
- Please upload each file only once and choose a suitable file name (e.g. Diploma bachelor).

Select or drop a file here  Choose category ▼

15. Nachdem Sie die Dokumente hochgeladen haben, klicken Sie bitte auf das **Box-Icon** oben rechts.

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MY ACCOUNT MY APPLICATIONS MY INBOX (1)

### MY DOCUMENTS

How you can help us evaluate your documents faster:

- Please only upload PDF files (max. 10 MB per document).
- Please upload a document with several pages in **one** PDF file and in the correct page order (e.g. Diploma Supplement).
- Please upload different documents in different files (e.g. school certificate and copy of passport).
- Please upload each file only once and choose a suitable file name (e.g. Diploma bachelor).

Select or drop a file here  Choose category

To selection list

16. Klicken Sie auf (**Zur Kasse gehen**) um für die Bearbeitung der Dokumente zu bezahlen.

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MY ACCOUNT MY APPLICATIONS MY INBOX (1)

### SELECT PAYMENT OPTION

Credit card  
 Sofortüberweisung (Pay now)

You can pay online with Visa or MasterCard using 3D Secure. To do so, you need to be already signed up for the 3D Secure system. For further information, please contact your bank.

**TOTAL (VAT included)** **EUR 75.00**

[You can find further information about payment options here.](#)

CHECKOUT

Please note the information for the course(s) of study. You can nevertheless choose to submit your application for a fee or remove it from your selection list.

**Summer Semester 2023**

Hochschule Bremen

HERE AHEAD prime GKG — Zugangsprüfung - Application for 1st semester

EUR 75.00

Based on the information you provided, uni-assist is not responsible for handling your application for this course of study. Please consult the concerned university if uni-assist is responsible in your case. Nevertheless, you can choose to submit your application for a fee or return to your selection list and remove it.

**SUBTOTAL (VAT INCLUDED)**

**EUR 75.00**

Credit

EUR 0.00

**TOTAL (VAT included)**

**EUR 75.00**

- When you click on the button "Continue", you will be redirected to the payment service provider Novalnet AG. For the processing of the payment, uni-assist e.V. transfers the following data to the payment service provider: e-mail-address, applicant number, order number and payment amount incl. currency. To complete the processing of the payment, depending on the payment option this data will also be transferred to the respective online payment services, credit institutions, banks and credit card institutions, which will also process the data. For more information, see our [privacy policy](#).
- I have read and do accept the current [terms and conditions](#), the [right of revocation](#) as well as uni-assist's [privacy policy](#). I would now like to send this application bindingly to uni-assist e.V. for processing.
- I assure in all conscience that all the information I have given on this form is complete and accurate. I confirm that I did not conceal any asked university studies at home and abroad. I am aware that giving false information may lead to exclusion from the admissions procedure or to the cancellation of my admission or enrollment by the university.
- I understand that uni-assist might not be responsible for handling my application or parts thereof.

Back

To payment process

17. Nachdem Sie alle Optionen ausgewählt haben, klicken Sie bitte (**Zum Bezahlvorgang**)

CHECKOUT

Please note the information for the course(s) of study. You can nevertheless choose to submit your application for a fee or remove it from your selection list.

**Summer Semester 2023**

Hochschule Bremen

HERE AHEAD prime GKG — Zugangsprüfung - Application for 1st semester

EUR 75.00

Based on the information you provided, uni-assist is not responsible for handling your application for this course of study. Please consult the concerned university if uni-assist is responsible in your case. Nevertheless, you can choose to submit your application for a fee or return to your selection list and remove it.

**SUBTOTAL (VAT INCLUDED)** **EUR 75.00**

Credit **EUR 0.00**

**TOTAL (VAT included)** **EUR 75.00**

- When you click on the button "Continue", you will be redirected to the payment service provider Novalnet AG. For the processing of the payment, uni-assist e.V. transfers the following data to the payment service provider: e-mail-address, applicant number, order number and payment amount incl. currency. To complete the processing of the payment, depending on the payment option this data will also be transferred to the respective online payment services, credit institutions, banks and credit card institutions, which will also process the data. For more information, see our [privacy policy](#).
- I have read and do accept the current [terms and conditions](#), the [right of revocation](#) as well as uni-assist's [privacy policy](#). I would now like to send this application bindingly to uni-assist e.V. for processing.
- I assure in all conscience that all the information I have given on this form is complete and accurate. I confirm that I did not conceal any asked university studies at home and abroad. I am aware that giving false information may lead to exclusion from the admissions procedure or to the cancellation of my admission or enrollment by the university.
- I understand that uni-assist might not be responsible for handling my application or parts thereof.

Back To payment process

18. Sobald Sie diese Anzeige auf dem Bildschirm sehen, wissen Sie, dass Ihre Bewerbung übertragen wurde und nun von uni-assist bearbeitet wird. Die Bearbeitungszeit kann ein bisschen Zeit in Anspruch nehmen, Sie erhalten alle weiteren Informationen per Mail.

**uni-assist** MEIN KONTO ▾ MEINE ANTRÄGE ▾ MEIN POSTFACH (0)

### MEINE ANTRAGSÜBERSICHT

#### Sommersemester 2021

<b>HERE GKG</b> Bachelor Universität Bremen	Bewerbung für 1. Fachsemester Zulassungstyp: NC-frei
Antragsformular Details anzeigen	<a href="#">Studiengang erneut der Auswahlliste hinzufügen.</a> <a href="#">Antrag zurückziehen</a>
<b>Zahlung erhalten</b>	<b>In Bearbeitung</b>

Papierloses Bewerbungsverfahren: Bitte schicken Sie für diesen Antrag keine Dokumente per Post. Laden Sie ihre Dateien stattdessen bitte online hoch.  
[Zum Upload meiner Dokumente](#)

Anträge insgesamt: 1