

### Application & enrolment

Are references (letters of recommendation) beneficial for my application?

*Yes, relevant references improve the chances of proving your motivation and suitability for the course but not necessary for the application process.*

Which English certificates/ credentials are recognised for admission to the MBA Full-Time programme?

- *IELTS: minimum band 7.0*
- *TOEFL iBT: a minimum of 95 points*
- *TOEIC: Listening: a minimum of 490, reading: a minimum of 455, speaking 180, writing 180 points*
- *Pearson Test of English (Academic) (PTEA): minimum 65 points*
- *Cambridge Certificate of Advanced English (CAE) or Cambridge Certificate of Proficiency in English (CPE)*
- *Unicert III*

*Please see:*

*[https://www.esb-business-school.de/fileadmin/user\\_upload/Fakultaet\\_ESB/Studienangebot/MBA/MBA\\_International\\_Management\\_Full-Time/Downloads/Links/Infomaterial/Regulations\\_English\\_Proficiency\\_2019.pdf](https://www.esb-business-school.de/fileadmin/user_upload/Fakultaet_ESB/Studienangebot/MBA/MBA_International_Management_Full-Time/Downloads/Links/Infomaterial/Regulations_English_Proficiency_2019.pdf)*

*The level is also deemed to have been reached with the completion of a higher education degree of at least 3 years' duration, with which English-language study achievements and examinations amounting to at least 180 ECTS credits have been acquired.*

Is a GMAT/GRE score mandatory for the admission process?

*Yes, a GMAT/GRE score of at least 550+ or the GRE equivalent is required for participation in the selection interview and the consequent enrolment process.*

*Please make sure that ESB Business School of Reutlingen University is selected as a school to which your scores are sent.*

Do I need formal recognition for a foreign university degree certificate?

*Yes, if you have a foreign university degree certificate, you must also apply for certificate recognition at the Studienkolleg Konstanz. You will then find out whether your first degree entitles you to study for a master's or MBA degree at a university in Baden-Württemberg. <https://www.htwg-konstanz.de/en/academics/studienkolleg/start-page/>*

*Applicants from India, China and Vietnam must submit an original certificate from the Academic Evaluation Center (APS) <https://aps-india.de/>*

Can I only apply for recognition of my degree at the Studienkolleg Konstanz once I have already submitted my application to Reutlingen University?

*No, we strongly recommend that you apply for recognition of your degree at the Studienkolleg Konstanz as soon as possible, as the processing time is 4-6 weeks.*

How long does the selection interview take and what does it involve?

*The selection interview consists of a structured interview of approx. 20 to 30 minutes, which is conducted in English; among other things, the suitability and motivation of the applicant for the degree programme are taken into account.*

Can a failed selection interview be repeated?

*No, unfortunately this is not possible for the year in question. However, it is up to you as to whether you apply again in the following year.*

Can the enrolment documents be sent via e-mail?

*No, please use the online application tool to upload all your documents:*

*([https://hisinone-reutlingen-](https://hisinone.reutlingen-university.de/qisserver/pages/cs/sys/portal/hisinoneStartPage.faces?chco=y)*

*university.de/qisserver/pages/cs/sys/portal/hisinoneStartPage.faces?chco=y)*

*Documents should also be sent in parallel by post to Reutlingen University admissions office.*

Can I postpone an enrolment offer until the following year?

*No, an enrolment offer is only valid for the semester for which you have applied.*

Can I apply if my completed undergraduate degree is in business studies/ administration?

*Yes. Generally our MBA is focused on non-business graduates but in the past we found that business graduates can also benefit from the programme as well, especially graduates from abroad who want to deepen their understanding of the international business world.*

If an application is rejected by the programme once, can I reapply for the next intake?

*Yes, reapplication is possible. However, please ensure that you have significantly improved in terms of meeting the requirements for the programme.*

Does Reutlingen University support foreign applicants in applying for a visa?

*No, visa regulations are independent of German universities. The German embassies in the respective countries are responsible in this case. **Indian applicants should allow up to 6 months for visa processing.***