

If you intend to apply, please make sure to have all necessary documents ready in time for each of the procedures described below. Read the table from the top to the bottom. Also check our [FAQ!](#)

<b>Documents for ...</b>		
<b>Required from all applicants</b>	<b>Required only from international applicants <a href="#">(who is international?)</a></b>	<b>Generally required from all students.</b>
<p style="text-align: center;"><b>Application to the Program</b> <b>Deadline: March 01</b></p> <p>We assess whether you fit into our program and if your prior education and experience qualifies for admission to the Program. We issue acceptance/rejection letters on the Program level. <a href="#">More info</a></p> <p>The documents listed below must be uploaded as <b>PDF files</b> in the <a href="#">Online Application Tool</a></p> <p><b><i>Any document that is not issued in German or English needs to be provided with an additional certified English translation</i></b></p>	<p style="text-align: center;"><b>Request for admission to the LMU</b> <b>Deadline: May 31</b></p> <p>The International Office (IO) proves the authenticity of your documents and issues an acceptance/rejection letter on the university level. They make sure you do not apply with forgeries and that there are no obstacles upon enrollment. More information <a href="#">here</a>.</p> <p>The documents listed below must be provided as <b>certified copies and certified translations</b> (do not send any originals and make sure to follow the regulations for certified copies as stated by <a href="#">IO!</a>) and sent via post (preferably in a trackable envelope) to:  <b>Doctoral Program in the Learning Sciences</b>  <b>c/o Studiengangskoordination (PF 64)</b>  <b>Department Paedagogik und Psychologie</b>  <b>Ludwig-Maximilians-Universitaet Muenchen</b>  <b>Leopoldstrasse 13</b>  <b>80802 Muenchen</b>  <b>GERMANY</b></p>	<p style="text-align: center;"><b>Enrollment / Immatriculation</b> <b>Deadline usually mid October</b></p> <p><i>German applicants please consider information from the "Studentenkanzlei" <a href="#">here</a> and <a href="#">here</a> and especially for the Dr. phil <a href="#">here</a></i></p> <p><b>International students</b></p> <p>If you were accepted by the Program and the LMU (International Office), <b>you have your VISA granted</b> and other issues solved, you can officially enroll as a LMU student in the International Office. This is when you get your student ID and your student status is acknowledged.</p> <p>The documents listed below must be provided via postal services</p>
<p><input type="checkbox"/> <b>Curriculum vitae</b> with up-to-date information</p>	<p><input type="checkbox"/> <b>Curriculum vitae</b> with up-to-date information (without gaps!)</p>	<p><input type="checkbox"/> <b>Copy of valid passport</b></p>
<p><input type="checkbox"/> Copies of the <b>Bachelor and Master certificate/diploma</b> (or equivalent)</p> <p><i>Applicants who have not yet finished their master's studies are required to upload a letter from their university, confirming the expected date of graduation.</i></p>	<p><i>You need 2 versions of these documents!</i></p> <p><input type="checkbox"/> <b>Certified (officially notarized) copies of the original and certified translations</b> of all university documents and diplomas from all programs you attended to date (<i>may consist of several parts</i>)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <i>Transcript of records</i></li> <li><input type="checkbox"/> <i>Bachelor/Master diploma (if available; otherwise the confirmation of the expected graduation date is recommended)</i></li> <li><input type="checkbox"/> <i>Diploma supplement, ...</i></li> </ul>	<p><input type="checkbox"/> if applicable: <b>any documents that were stated as "special condition" in your IO acceptance letter</b></p>
<p><input type="checkbox"/> <b>Transcript of records</b> from the Bachelor and Master's program, which includes all completed courses and obtained grades</p> <p><i>By the time of application, students must have completed the majority of the courses specified in their program curriculum.</i></p>	<p><input type="checkbox"/> <b>Certified (officially notarized) copy of the original and certified translation</b> of your university entry qualification certificate (recommended, especially if Bachelor certificate is not yet available; this is the certificate that qualified you to study at an university- e.g. A-levels, high school diploma, university admission tests, ... . This depends on your country's educational system!)</p> <p><i>(Diplomas in Catalan, Danish, Dutch, French English, Icelandic, Italian, Norwegian, Portuguese, Romanian, Spanish, Swedish or Latin do not need to be translated)</i></p>	

<input type="checkbox"/> <b>MCLS Recommendation Letter</b> from MCLS member (for PhD or Dr. degree; for download <a href="#">here</a> )  <input type="checkbox"/> <b>Reference Letter</b> from previous professor  Both documents must be uploaded through an upload form by the professors directly.	<input type="checkbox"/> Complete <b>application form (printed and signed; more info <a href="#">here</a>)</b>  pre-filled version for our doctoral program: <a href="#">Form for doctoral program</a> (delete the inapplicable degree choice!) Please check via <a href="#">this link</a> if the application form remained the same)	<input type="checkbox"/> <b>Online registration number</b> of the online application form (printed). To obtain it, please register as follows : go <a href="#">here</a> (Link from your letter of acceptance from the IO), scroll to the bottom, tick the checkbox for data privacy and click on "Continue to Online-Application form").  <i>Guide to fill out the "Online-Immatrikulation" available <a href="#">here</a>.</i>
<input type="checkbox"/> <b>Research Proposal</b> (500 words; find guidelines <a href="#">here</a> )	<input type="checkbox"/> Your <b>letter of admission to Doctoral Studies</b> from the respective Doctoral Studies Office. <i>The letter of admission will be issued and added to your documents by the Program, if you sent your documents before June 01</i>	<input type="checkbox"/> <b>Letters of acceptance</b> for the according winter semester (from the IO <b>and</b> the Program) <ul style="list-style-type: none"> <li>○ For the Dr.: Filled in supervisory agreement (Betreuungszusage) issued by supervisor</li> <li>○ For the PhD: Admission to doctoral studies (Promotionsberechtigung) issued by the doctoral program</li> </ul>
<input type="checkbox"/> <b>Motivation letter</b> (one page; find guidelines <a href="#">here</a> )	<input type="checkbox"/> <i>If applicable:</i> <b>Enrolment and study documentation</b> from all German universities attended to date (including an exmatriculation confirmation)	<input type="checkbox"/> <b>Proof of health insurance.</b> a public health insurance must confirm your insurance status digitally – the information is forwarded to LMU directly. ( <i>If you are privately insured, you still need to request this</i> )  <i>You can already take care of this (even before you arrive in Germany)!</i>
<input type="checkbox"/> <b>Proof of English proficiency of at least B2 Level</b> according to the Common European Framework of Reference for non-native English language speakers (e.g. TOEFL, IELTS; see equivalencies and cut-off scores below)	<input type="checkbox"/> <i>If applicable:</i> a <b>marriage certificate</b> or official certification of name change  <input type="checkbox"/> <i>If applicable:</i> A recognition notification from the Zeugnisanerkennungsstelle für den Freistaat Bayern ( <b>ZAst</b> ) is required for applicants from the <b>USA</b> (unless they already hold a bachelor's degree) and for applicants from <b>Afghanistan</b> . Applicants from the <b>PR China, India, and Vietnam</b> should submit the original certificate of the Akademische Prüfstelle bei der Deutschen Botschaft ( <b>APS</b> ).  <b>PLEASE DO NOT INCLUDE ANY DOCUMENTS THAT ARE NOT LISTED HERE (e.g., reference letters, confirmations, ...)</b>	<input type="checkbox"/> <i>If applicable:</i> a <b>marriage certificate</b> or official certification of name change  <i>If applicable (prior studies in Germany):</i> <input type="checkbox"/> Registration certificate and confirmation of all programs studied at German universities (including an exmatriculation confirmation) <input type="checkbox"/> "Studienverlaufsbescheinigung" of all German universities attended to date <input type="checkbox"/> Proof of leave-of-absence semesters (if any)

*Note: Proof of German proficiency is not required for any of the application steps (not even for the IO or enrollment)!*

### Correspondence table for upper B2 level of English proficiency

The minimum required score for acceptance is reported for each language test or higher-education examination

IELTS	TOEFL Paper	TOEFL CBT	TOEFL IBT	Duolingo	CAE (pre-2015)	CAE (post-2015)	FCE	Englisch- Abitur
6.5	548	211	79	105	59	177	B	10 Punkte or B2

*This list is not exhaustive and any other proof of English proficiency will be evaluated on a case-to-case basis by the selection committee. Additionally, your English skills will be validated during the interview.*