

Online Application Guide

HISinONE APP for applicants

Introduction

Dear applicant

Welcome to the APP online application portal of the Hannover University of Music, Drama and Media.

At the bottom of the entry-page, you can choose between English and German.

This click guide is intended to help you find your way through the portal.

! Please note the deadlines for submitting your application !

In the AP Infos, you will find detailed indications about your entrance exam requirements and conditions. Please find them on the respective program-specific pages <https://www.hmtm-hannover.de/en/application/programmes-of-study/>

Questions about specific study programs can be answered by the course representatives. For technical questions or problems, please contact: APP@hmtm-hannover.de

The best of luck with your application!

My university portal

Startseite

Bewerber/-innen

Studierende

Doktorandinnen/Doktoranden

Mitarbeiter/-innen

Forschung

Alumni

Hochschulpartner

Choose your portal

Choose your portal, please.



Applicants

You want to study and to apply for a place to study.



Students

You are already a student and you want to check your grades or your courses.



Doctoral candidates

Register as doctoral candidate.



Employees

You are an employee and you want to enter grades and maintain courses.



Alumni

As a alumni you want to keep in touch with the university and other fellow students.



Research portal

Explore the research achievements of the University.



Quicklinks

Registration

Registration for online application

[IMPRINT](#)

[PRIVACY](#)

[USER MANUAL](#)

[ACCESSIBILITY STATEMENT](#)

[SITEMAP](#)

HISINONE IS A PRODUCT OF HIS EG

HISinOne

English

GENERATED BY NODE HMTPROD1 IN CLUSTER HMTPRODC.

Click here to apply for your study program.

Choose your language.

Now click here:

My university portal

Startseite **Bewerber/-innen** Studierende Doktorandinnen/Doktoranden Mitarbeiter/-innen Fors

Registration

Perform registration

Hello all Applicants,
The online application consists of two steps. First, we need to get to know you and an email will be sent containing your registration access information. Please follow the instructions in the email to activate your access.
Secondly, select the course of studies you want to take, and complete not only the personal information, but also the extra information that is required to increase the chance of getting the course of studies of your choice.

 **Register now!**
Here you can sign up and choose your password. >



Then this window appears:

Registration

OK Cancel

 Have you already an account?
If you are already registered at Hochschule für Musik, Theater und Medien Hannover, cancel the online registration and login with your study account. You could apply to a new degree program by using this account.

Would you like to proceed with the online registration?

OK Cancel

If you are a new applicant, choose „OK“. If you already signed up, choose „Cancel“ and sign in with your login details.
After clicking „OK“, this window appears:

Registration

 [Please note the data privacy policy regarding the registration.](#)

Personal details

* Surname	<input type="text"/>	
* First name	<input type="text"/>	
All first names	<input type="text"/>	
* Gender	<input type="text"/>	▼
Job title	<input type="text"/>	▼ 
Degree	<input type="text"/>	▼ 
Degree affix	<input type="text"/>	
Name prefix	<input type="text"/>	
Name suffix	<input type="text"/>	
Pseudonym (artist name)	<input type="text"/>	
* Date of birth	<input type="text" value="mm/dd/yyyy"/>	 
* Place of birth	<input type="text"/>	
* Country of birth	<input type="text"/>	▼
Birth name	<input type="text"/>	

Information

Please fill all required fields. After the registration we will send you an e-mail describing the next steps. It also contains your user data used for login afterwards.

 **Important: Please remember your user identification and your self-elected password, that you received in your welcome e-mail after registration! You will need them later on for your login to the portal.**

The fields marked with * are obligatory.

Already registered applicants

Please do not use the registration, if you already have an account.

 You can login on the top right side of this page using your username (which you received via welcome-e-mail) and your self-elected password.

Please fill in the fields.

Security question (Captcha)

 In order to ensure that the request was made by a person and not by a spam machine, please enter the letters or numbers from the query below in the answer field.

Security question (Captcha) 

* Response to the security question 

Data privacy policy

I have read and accept the data privacy policies listed at the beginning of this page.

[→ To the data privacy policies.](#)

Register



At the bottom of the page, you are asked to show you are not a spam machine. After filling in all fields, responding to the security question and reading and accepting the data privacy policies, click „Register“. If the button is white (like in the picture above), you forgot to fill in the required fields. The button has to look like this:

Data privacy policy

I have read and accept the data privacy policies listed at the beginning of this page.

[→ To the data privacy policies.](#)

Register



You will receive an email with your username. Don't forget your chosen password, it will not appear in the email. The email contains a link you can follow to confirm your mail address. You can also enter the activation code from the email in the field below.

 Thank you for registering!

An e-mail has been sent to you, containing detailed instructions on how to activate your user account. Please follow the instructions carefully.

IMPORTANT: Please remember your user data, you will need them once in a while to log in to the application portal.

Enter the activation code from the welcome e-mail

Enter the activation code manually if you cannot follow the link in the email.

Now sign in with your self-chosen password as well as your username that you received in the email.

 Your verification has been successful.

Please sign in with your username (not with your e-mail-address) you have received by e-mail and your password.

User name

Password

Login

After signing in, this window appears:

Your Applications ▾



Start Application
You can apply for several courses at this university.

>

Click here.

Choose this field if you want to be informed about updates. Click „Save selection“ afterwards.

Enable e-mail notifications?

i You will receive updates about your application or the provision of new documents by e-mail.
The e-mail notifications will provide updates about the status of your application and further details. You will be informed about deadlines.
Would you like to be informed about changes concerning your application and studies by e-mail?

* Enable e-mail notifications?

Yes, enable e-mail notifications

No, I inform myself independently

Save selection

Choose the application period.

Application

Application semester

 Please select your preferred application semester

At the moment it is possible to apply for different semesters. Please select the semester in which you wish to begin your studies.

winter term 2023/24 

Start application

Click here afterwards.

The next thing you need to do is to start your request. Click „Add a request“!

Application

The screenshot shows the application portal interface. At the top, it displays the application semester: winter term 2023/24. Below this, there is a message stating "There are no documents in your inbox yet." The main section is titled "Unsubmitted requests" and contains two instructions: "To apply for admission to university click the 'Add a request' button." and "Chosen application term: winter term 2023/24". A prominent green button labeled "Add a request" is located at the bottom left. To the right, a "Personal Information" sidebar is visible, showing the applicant number 139036, the name "Tester, Musik", and the address "Musterstraße 1, 30157 Hannover". The phone number is listed as "No phone number". There is also a toggle for "E-mail notifications disabled" with an "Enable" option, and a link to "Print data control sheet (PDF)".

Application semester: winter term 2023/24

There are no documents in your inbox yet.

Unsubmitted requests

To apply for admission to university click the "Add a request" button.

Chosen application term: winter term 2023/24

Add a request

Personal Information

Applicant number: 139036

Tester, Musik

Musterstraße 1, 30157 Hannover

No phone number

E-mail notifications disabled

Enable

Print data control sheet (PDF)

The chosen application period.

Here you see your Personal Information, you can change them by clicking the pencil icon!

In the next step you have to choose your aimed degree by clicking on „Please select“.

Your preferred course of study

 Once you have selected a complete course of study, you can continue with "Next". Depending on your selections, you are automatically asked to provide additional data.

* Degree 

Scroll down till you find your degree!

 Incomplete and not yet submitted applications will be saved for the time being so that you can continue your application later. Applications deleted immediately after the admission process. Admission officials are also able to look into incomplete applications. Please contact the registrar's office first.

Your preferred course of study

 Once you have selected a complete course of study, you can continue with "Next". Depending on your selections, you are automatically asked to provide additional data.

* Degree 

Please select...

Dirigieren (B.Mus.)

Fächerübergreifender Bachelorstudiengang (B.A.)

Gesang (B.Mus.)

Jazz und jazzverwandte Musik (B.Mus.)

Kirchenmusik (B.Mus.)

Klavier (B.Mus.)

→ Next

Now you need to choose the subject you want to study. In some cases, the degree already destines the Subject. (see next page)

* Degree

* Subject

deleted immediately after the admission procedure was carried out. In order to support applicants filling out their applications requests, r officials are also able to look into incomplete and not yet submitted applications. Access to the documents for persons in charge is only possible contact the registrar's office first.

Your preferred course of study

i Once you have selected a complete course additional data.

* Degree

* Subject

- Gitarre
- Harfe
- Horn
- Klarinette
- Oboe
- Posaune
- Querflöte
- Schlagzeug

* Degree	Klavier (B.Mus.)	▼	(
* Subject	Klavier	▼	(
* Major field of study	grundständig	▼	(
* ?	kein Schwerpunkt	▼	(
* ?	Please select...	▼	(

→ Next

After choosing your subject for each study program the following fields differ. As an example, you see the fields for Bachelor “Künstlerische Ausbildung”:

* Degree	Künstlerische Ausbildung (B.Mus.)	▼	ⓘ
* Subject	Horn	▼	ⓘ
* Major field of study	grundständig	▼	ⓘ
*? Schwerpunkt	kein Schwerpunkt	▼	ⓘ
*? Erststudium	Erststudium	▼	ⓘ
* Fachkennzeichen	Hauptfach	▼	ⓘ
* In which subject-related semester do you want to start studying?	Please select...	▼	ⓘ

→ Next

These fields filled automatically for this study program.

Are you about to start in the first subject-related semester or in a higher subject-related semester? Please choose!

After filling in the fields for your major studies, another set of fields might show up. In this example, it is the set of fields for your minor studies in piano.

* In which subject-related semester do you want to start studying?	1. Subject-related semester	ⓘ
* Degree	Künstlerische Ausbildung (B.Mus.)	ⓘ
* Subject	Klavier	ⓘ
* Major field of study	grundständig	ⓘ
* ?	kein Schwerpunkt	ⓘ
* ?	Erststudium	ⓘ
* Fachkennzeichen	Nebenfach	ⓘ
* In which subject-related semester do you want to start studying?	Please select...	ⓘ

→ Next

All fields, except the last one, are already filled. Choose again in which subject-related semester you want to start with your piano studies.

After filling in the fields you click the green button „Next“! If you cannot click this button, you missed filling in a field correctly.

* Fachkennzeichen ⓘ

* In which subject-related semester do you want to start studying? ⓘ

→ Next

If the button is not green and you can't click on it, you missed a field. Check all fields and try again!

* ? ⓘ

* Fachkennzeichen ⓘ

* In which subject-related semester do you want to start studying? ⓘ

→ Next

When the button is green you filled in all fields correctly and can go on!

In the next step you have to give information about your entrance qualification.
Fill in the fields and go next.

Entrance qualification Help

 Please enter the data of your entrance qualification. The fields marked with * are obligatory.

* Acquired in	<input type="text" value="Germany"/>	
* County	<input type="text"/>	
* Type of Entrance Qualification	<input type="text" value=".."/>	
Average grade	<input type="text"/>	
Date of acquirement	<input type="text" value="mm/dd/yyyy"/>	 

[→ Next](#)

After that, you will be asked about your university background. If you haven't studied before, choose "No".

Your university background

 Please specify the number of semesters you have studied at German universities and if you have already completed studies at a German university. Applying for a Master's degree program the **corresponding** Bachelor's degree program is **not** classified as a previously completed study program, so please select "Studies completed = No" (the previously completed semesters from your Bachelor's studies should likewise not be entered); however, if you have previously completed a study program outside your subject area or if you have graduated from a Master's program, please enter the appropriate number of semesters studied and additionally select "Studies completed = Yes".

* Semesters studied so far

* Studies completed?

Yes 

No

If you have already studied at a German University, choose "Yes" and fill in the number of semesters. You have to confirm that you haven't completely failed in a similar study program before.

Your university background

i Please specify the number of semesters you have studied at German universities and if you have already completed studies at a German university. Applying for a Master's degree program the **corresponding** Bachelor's degree program is **not** classified as a previously completed study program, so please select "Studies completed = No" (the previously completed semesters from your Bachelor's studies should likewise not be entered); however, if you have previously completed a study program outside your subject area or if you have graduated from a Master's program, please enter the appropriate number of semesters studied and additionally select "Studies completed = Yes".

* Semesters studied so far

* Studies completed?

Yes **i**

No

Have you already definitely failed a (partial) examination at a German university in the course of study Künstl. Ausbildung (B.Mus.) Horn Vert. grundständig? Yes No

Have you already definitely failed a (partial) examination at a German university in the course of study Künstl. Ausbildung (B.Mus.) Klavier Vert. grundständig Nebenfach? Yes No

After filling in the fields click „Next“. The following slide will appear:

In the next slide you'll get asked about your vocational training. Choose between „Yes“ and „No“.

Vocational training (Kirchenmusik (B.Mus.) Orgel 1. FS)

* Vocational training completed?

Back [→ Next](#)

Click „Next“. Now this slide will appear.

For more information, check the HMTMH-Homepage.

Back to overview.

1. Request: Künstl. Ausbildung (B.Mus.) Horn Vert. grundständig, Künstl. Ausbildung (B.Mus.) Klavier Vert. grundständig Nebenfach

The fields marked with * are obligatory.

« To overview

Aufnahmeprüfung Musik (Künstl. Ausbildung (B.Mus.) Horn Vert. grundständig 1. FS, Künstl. Ausbildung (B.Mus.) Klavier Vert. grundständig Nebenfach 1. FS)

Wir freuen uns über Ihr Interesse an unserem Studiengang. Eine Einladung zur Aufnahmeprüfung erhalten Sie per Mail. Weitere Hinweise finden Sie auf unserer [Homepage](#).

Die Hochschule für Musik, Theater und Medien Hannover erhebt für die Teilnahme an der Aufnahmeprüfung "Musik" ein Entgelt in Höhe von **50 Euro (Erstantrag)**. Für einen **zweiten oder ggf. dritten Antrag** müssen Sie sich **neu registrieren**. Hierfür sind jeweils **30 Euro** zu zahlen.

i Bitte bestätigen Sie, dass Sie o.g. Hinweise gelesen haben und mit ihnen einverstanden sind.

* Bestätigung

i Datum/Uhrzeit Ihrer Aufnahmeprüfung (wird nach Festlegung der Termine eingetragen):

Datum der Aufnahmeprüfung

Back → Next

If you are fine with the hints, choose „Ja“ =yes.

The date of your exam will appear here before your exam.

If this is your first entry, you have to pay 50 Euros for the exam, if this is your second or third try you have to do a new registration and pay 30 Euros for the exam. You will find further instructions down below.

Click „Next“.

In the next slide you can wish for a certain teacher (this is no guarantee though!)

Lehrerwunsch (Künstl. Ausbildung (B.Mus.) Horn Vert. grundständig 1. FS, Künstl. Ausbildung (B.Mus.) Klavier Vert. grundständig Nebenfach 1. FS)

Hier können Sie einen Lehrerwunsch für Ihr Hauptfach angeben.

Lehrerwunsch

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After that this window appears:

Bewerberimmatrikulation an weiteren Hochschulen (Künstl. Ausbildung (B.Mus.) Horn Vert. grundständig 1. FS, Künstl.

Ausbildung (B.Mus.) Klavier Vert. grundständig Nebenfach 1. FS)

Are you already enrolled at the HMTMH?
Choose Ja (= yes) or Nein (= no)!

Wenn Sie einen Antrag auf Doppel- oder Parallelstudium stellen möchten benennen Sie dieses bitte wie folgt:

Doppelstudium_Nachname_Bewerbernummer
Parallelstudium_Nachname_Bewerbernummer

Do you currently study another study program at the HMTMH?
In this case you have to fill out this PDF and upload it here.

* Sind Sie bereits an der HMTMH eingeschrieben?

i Sie studieren zeitgleich zwei Studiengänge an der HMTMH und sind damit Doppelstudent*in. Füllen Sie in diesem Fall bitte folgendes PDF-Dokument [Antrag_Doppelstudium](#) aus und laden es im Portal hoch.

Antrag auf Doppelstudium

* Sind Sie aktuell an einer anderen deutschen Hochschule eingeschrieben?

Are you enrolled at another German university?
Choose Ja (= yes) or Nein (= no)!

i Sie studieren bereits an einer anderen Hochschule und planen dies für mehr als ein Semester fortzuführen. Füllen Sie in diesem Fall bitte folgendes PDF-Dokument [Antrag_Parallelstudium](#) aus und laden es im Portal hoch.

Antrag auf Parallelstudium

Falls Sie bereits an einer anderen Hochschule studieren, tragen Sie bitte den Ort ein.

Choose the places and universities where you have studied in Germany.

ggf. ausländische Hochschule

If you studied before, name the study program here.

Falls Sie bereits an einer anderen Hochschule studieren, tragen Sie den Studiengang ein.

If you studied at a non-German university, enter the name of the university here.

If you study at another German university and plan to continue the study program, you have to fill out this PDF and upload it here.

Back → Next

Click „Next“. In the next slide you have to upload a PDF of your entrance qualification. The name of the PDF has to be „Schulabschlusszeugnis_last name_application number“.

Schulabschlusszeugnis (Künstl. Ausbildung (B.Mus.) Horn Vert. grundständig 1. FS, Künstl. Ausbildung (B.Mus.) Klavier Vert. grundständig Nebenfach 1. FS)

Bitte weisen Sie Ihre Hochschulzugangsberechtigung nach.
Benennen Sie dieses bitte wie folgt: **Schulabschlusszeugnis_Nachname_Bewerbernummer**

 Bitte fügen Sie alle Seiten in einem PDF-Dokument zusammen. Die maximale Dateigröße beträgt 5 MB.

* Schulabschlusszeugnis  Choose file (click here or drop in here, max 1 file or files) 

Back **→ Next**

Upload here!

Click „Next“. In the next slide you can upload your transcripts of records if you have already studied at other Universities. Put them together in one PDF and call it like this: „transcripts of records_last name_application number“.

Nachweise über Studienzeiten, Studienleistungen, Prüfungsleistungen (Künstl. Ausbildung (B.Mus.) Horn Vert. grundständig 1. FS, Künstl. Ausbildung (B.Mus.) Klavier Vert. grundständig Nebenfach 1. FS)

Gilt für Bewerber*innen, die bereits an anderen Hochschulen in einschlägigen Studiengängen studiert haben. Benennen Sie das Dokument bitte wie folgt: **Leistungsnachweise_Nachname_Bewerbersnummer**

 Bitte fügen Sie alle Seiten in einem PDF-Dokument zusammen. Die maximale Dateigröße beträgt 5 MB.

Nachweise über vorherige Studienzeiten,
Studienleistungen, Prüfungsleistungen



Choose file (click here or drop in here, max 10 file or files)

Back

→ Next

Upload
here!

Click „Next“. The next step is to upload your Curriculum Vitae. The PDF has to be named:
„CV_last name_application number“.

Tabellarischer Lebenslauf (Künstl. Ausbildung (B.Mus.) Horn Vert. grundständig 1. FS, Künstl. Ausbildung (B.Mus.) Klavier Vert. grundständig Nebenfach 1. FS)

Bitte fügen Sie alle Seiten in einem PDF-Dokument zusammen. Die maximale Dateigröße beträgt 5 MB.
Benennen Sie das Dokument bitte wie folgt: **Lebenslauf_Nachname_Bewerbernummer**

 Laden Sie bitte an dieser Stelle den Tabellarischen Lebenslauf hoch.

* Tabellarischer Lebenslauf  Choose file (click here or drop in here, max 1 file or files)

Back **→ Next**

Upload here!

Go next. If you do not have a German citizenship, you have to upload your language certificate. If you do not have the certificate yet, you can submit it later.

The name of the resulting PDF has to be:
„language certificate_last name_application number“.

Sprachnachweis (Künstl. Ausbildung (B.Mus.) Horn Vert. grundständig 1. FS, Künstl. Ausbildung (B.Mus.) Klavier Vert. grundständig Nebenfach 1. FS)

Akzeptiert wird die Deutsche Sprachprüfung für den Hochschulzugang (DSH-1), TestDaF-Zeugnisse der Niveaustufe 3 (TDN 3) oder vergleichbare Zertifikate der Stufe B2.

* Haben Sie ein Sprachzertifikat?

 Bitte fügen Sie alle Seiten in einem PDF-Dokument zusammen und benennen es wie folgt: **Sprachnachweis_Nachname_Bewerbernummer** Die maximale Dateigröße beträgt 5 MB.

Nachweis Sprachzertifikat



Choose file (click here or drop in here, max 1 file or files)

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Click here to choose between the options (see next side).

Upload your language certificate here.

1. Request: Künstl. Ausbildung (B.Mus.) Horn Vert. grundständig, Künstl. Ausbildung (B.Mus.) Klavier Vert. grundständig Nebenfach

The fields marked with * are obligatory.

« To overview

Sprachnachweis (Künstl. Ausbildung (B.Mus.) Horn Vert. grundständig 1. FS, Künstl. Ausbildung (B.Mus.) Klavier Vert. grundständig Nebenfach 1. FS)

Akzeptiert wird die Deutsche Sprachprüfung für den Hochschulzugang (DSH-1), TestDaF-Zeugnisse der Niveaustufe 3 (TDN 3) oder vergleichbare Zertifikate der Stufe B2.

* Haben Sie ein Sprachzertifikat?

Bitte fügen Sie alle Seiten in einem PDF-Dokument ein. Die maximale Dateigröße beträgt 5 MB.

Nachweis Sprachzertifikat

Ich habe die deutsche Staatsangehörigkeit

Wird nachgereicht

Liegt vor

Ich habe die deutsche Staatsangehörigkeit

Back Next

Will be submitted later.

Is available.

I have German citizenship.

Go next. If your study program requires a digital qualifying round, you will get asked in the next slide to upload your video(s). Name the videos with your last name and your application number.

Vorrunde Video (Künstl. Ausbildung (B.Mus.) Horn Vert. grundständig 1. FS, Künstl. Ausbildung (B.Mus.) Klavier Vert. grundständig Nebenfach 1. FS)

Kennzeichnen Sie Ihr Video bitte mit Ihrem **Nachnamen und Ihrer Bewerbernummer**, damit wir es schnell zuordnen können.

 Kopieren Sie Ihren Link in dieses Feld in der gängigen Form http:// oder https://

* Video-Link 1

Copy the link and insert it here. The link has to start with „http://“ or „https://“

 Kopieren Sie ggf. Ihren 2. Link in dieses Feld in der gängigen Form http:// oder https://

ggf. Video-Link 2



 Kopieren Sie ggf. Ihren 3. Link in dieses Feld in der gängigen Form http:// oder https://

ggf. Video-Link 3



Falls gefordert: Weitere Dokumente zur Vorrunde



Choose file (click here or drop in here, max 10 file or files)

If any other documents are required for your study program, upload them here.

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→ Next

Click next. Now you will be asked whether you would like to apply for a disadvantage compensation. Further, you can apply for skipping the ear training part in your exam. You can only skip this part in the exam if you already completed it. Download the templates at the highlighted „hier“-fields and fill them out. The name of the PDF for skipping ear training has to be:

„ear training exam_last name_application number“,

the name of the PDF for your disadvantage compensation has to be:

„disadvantage compensation_last name_application number“.

Anträge (Künstl. Ausbildung (B.Mus.) Horn Vert. grundständig 1. FS, Künstl. Ausbildung (B.Mus.) Klavier Vert. grundständig Nebenfach 1. FS)

Bitte laden Sie hier Ihren ausgefüllten und unterschriebenen Antrag unter der Benennung **Nachteilsausgleich_Nachname_Bewerbernummer** **Gehoerklausur_Nachname_Bewerbernummer** bis zur Bewerbungsfrist im Portal hoch.

Ausführliche Informationen zum Nachteilsausgleich finden Sie hier: [HMTM Hannover: Nachteilsausgleich \(hmtm-hannover.de\)](https://www.hmtm-hannover.de)
Anspruchspartnerin für Studierende mit Beeinträchtigung/Schwerbehinderung ist Lara Heinemeier: studium-mit-handicap@hmtm-hannover.de

i Berechtig zur Befreiung sind nur Bewerber*innen, die Musiktheorie und Gehörbildung bereits abgeschlossen haben. Ein Nachweis darüber ist erforderlich. Bitte laden Sie entsprechende Dokumente hier hoch. Andernfalls kann Ihr Antrag nicht berücksichtigt werden.

* Stellen Sie einen Antrag auf die Befreiung der Gehörklausur?

Nachweis Musiktheorie & Gehörbildung

 Choose file (click here or drop in here, max 1 file or files)

i Laden Sie **hier** den Antrag auf Gehörklausur herunter.

Befreiung Gehörklausur

 Choose file (click here or drop in here, max 1 file or files)

* Stellen Sie einen Antrag auf Nachteilsausgleich?

i Laden Sie **hier** den Antrag auf Nachteilsausgleich herunter.

Antrag auf Nachteilsausgleich

 Choose file (click here or drop in here, max 1 file or files)

If you want to apply for skipping the ear training, choose Ja (= yes), then you have to upload your certificate that you already completed music theory and ear training here.

As well you have to fill this application and upload it here to skip ear training.

If you want to apply for a disadvantage compensation, choose Ja (=yes). Upload your application for a disadvantage compensation here.

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→ Next

For some study programs you have to upload a pdf with your exam program. Name the PDF „program_last name_application number“.

Application

 Application semester: winter term 2023/24

1. Request: Klavier (B.Mus.) Klavier Vert. grundständig

The fields marked with * are obligatory.

Prüfungsprogramm (Klavier (B.Mus.) Klavier Vert. grundständig 1. FS)

Bitte laden Sie Ihr Prüfungsprogramm als pdf-Dokument hoch.
Benennen Sie dieses bitte wie folgt: **Prüfungsprogramm_Nachname_Bewerbernummer**
Sollten Sie kurzfristige Änderungen vornehmen, bringen Sie diese bitte am Prüfungstag dreifach ausgedruckt mit.

* Ihr Prüfungsprogramm  Choose file (click here or drop in here, max 1 file or files)

Upload here!

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→ Next

Go next. After that you have to scan your payment receipt of the 50 euros for the exam and upload it. The name of the scan (PDF) has to be: „payment receipt_last name_application number“.

Zahlungsbeleg (Künstl. Ausbildung (B.Mus.) Horn Vert. grundständig 1. FS, Künstl. Ausbildung (B.Mus.) Klavier Vert. grundständig Nebenfach 1. FS)

Bitte weisen Sie die Einzahlung des Bearbeitungsentgeltes nach. Ohne entsprechenden Nachweis (Screenshot der Überweisung) können Sie nicht am Zulassungsverfahren teilnehmen.

Der Erstantrag kostet **50€**, Zweit,-und Drittanträge kosten **30€**.

 Benennen Sie den Zahlungsbeleg bitte wie folgt: **Zahlung_Nachname_Bewerbernummer**

* Zahlungsbeleg  Choose file (click here or drop in here, max 1 file or files)

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→ Next

Upload here.

Please note: If you apply again for the next year, you will again pay the full contribution for your first application. By confirmatory application we mean that you apply for a second course of study with us.

Go next. Now the only thing left to do is download your application, sign it, scan it and upload it. The name of the PDF has to be: „application_last name_application number“.

Bewerbungsantrag abgeben (Künstl. Ausbildung (B.Mus.) Horn Vert. grundständig 1. FS, Künstl. Ausbildung (B.Mus.) Klavier Vert. grundständig Nebenfach 1. FS)

Bitte bestätigen Sie die Richtigkeit und Vollständigkeit Ihrer Unterlagen in elektronischer Form wie folgt:

1. Laden Sie den Bewerbungsantrag [hier](#) herunter.
2. Unterschreiben Sie den Bewerbungsantrag.
3. Scannen Sie den Bewerbungsantrag ein und laden ihn im unten stehenden Feld mit folgender Benennung hoch **Bewerbungsantrag_Nachname_Bewerbernummer**.

Download your application here!

Durch das Hochladen des Dokuments versichere ich, dass ich die Angaben in diesem Antrag und die online versandten Angaben vollständig und wahrheitsgemäß gemacht habe. Mir ist bekannt, dass fahrlässig oder vorsätzlich falsche Angaben zum Ausschluss vom Zulassungsverfahren führen. Mit der Verarbeitung meiner personenbezogenen Daten im Rahmen des Bewerbungsverfahrens bin ich einverstanden.

 Laden Sie bitte an dieser Stelle Ihren unterschriebenen Bewerbungsantrag hoch.

* Bewerbungsantrag  Choose file (click here or drop in here, max 1 file or files)

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Upload your signed application here!

Go next.

Last step! On this slide you can see your application and the status of your application. If you scroll down, you can see the documents and data you uploaded. Check your data, scroll down to the bottom of the page and submit your request.

Your application request - Request #1 [← To overview](#)

i Many Thanks. You have entered all the information required for your application. Please check your data before submitting. If your entries are complete and correct, you can submit the request at the bottom of the page using the "Submit request" button. **i**

i You can submit your application until Jul 15, 2024. **i**

Request #1		Request status: In preparation
Künstlerische Ausbildung (B.Mus.) Horn Vert. grundständig, 1. Subject-related semester	Admission restriction (manually)	Requestsubject status: In preparation
Künstlerische Ausbildung (B.Mus.) Klavier Vert. grundständig Nebenfach, 1. Subject-related semester	Admission restriction (manually)	Requestsubject status: In preparation

Status of your request.

Entrance qualification

Type of Entrance Qualification	Gymnasium (allgemeine Hochschulreife)
Average grade	2.3

Scroll down to see your documents and data!

After reviewing your data, put a check mark here.

Confirm statements and submit application request

I hereby confirm that the data entered is correct.

Back

→ Submit request

Submit your request!

Now the HMTMH received your application. On the next slide you can see that the status of your request changed to „received“.

Submitted requests Help

Request #1 Request status: Received

Künstlerische Ausbildung (B.Mus.) Horn Vert. grundständig, 1. Subject-related semester	Admission restriction (manually)	Requestsubject status: Received
Künstlerische Ausbildung (B.Mus.) Klavier Vert. grundständig Nebenfach, 1. Subject-related semester	Admission restriction (manually)	Requestsubject status: Received

[Print application request \[PDF\]](#) [Show details](#) [Withdraw and edit request](#) [Withdraw request](#)

Now you can log out of APP and keep practicing!
GOOD LUCK! 😊