

What do I need for my BA application?

Please find the BA registration deadlines [here](#).

When registering online you must upload the following documents as PDF files:

- **High school diploma / Higher education qualification certificate** (Matura diploma (equivalent to British A-level certificate), professional matriculation certificate, vocational matriculation certificate, etc.). If you have a professional or a vocational matriculation certificate, please also add your Proficiency Certificate and Specialist Secondary School Certificate, respectively.
- **Certificates from preparatory courses or professional experience in Design** (diploma, job references/internship in Design, or similar qualifications in Design)
- **University / Applied University certificate(s)**, in case you have already commenced a study course.

In case you have already graduated from a university, please also upload a **copy of your de-registration confirmation** in addition to your degree diploma. Otherwise please upload a copy of your current matriculation or a Transcript of Records (ToR).

In case you have already been enrolled at a university or applied university in Switzerland, please indicate your matriculation number in the registration form.

- **Language certificate** confirming your **proficiency in German**, providing your first language is not German.
- **Language certificate** confirming your **proficiency in English**, providing you are in possession of such a certificate.
- **Photo** for your student card (only JPG acceptable; no copy of passport or ID card; 272 x 378 pixel)
- **CV in tabular format**
- **Passport or ID card (front and reverse)**

- **Any document not originally written in German or English needs to be translated and submitted with the original document.** Certificates issued in Switzerland do not require a translation (see below “Translations”).

If you have not yet graduated from school, please upload a confirmation issued by your school, indicating the prospective date of graduation.

Please note that we need certificates from all universities / applied universities you were previously enrolled in, without exception. This also applies to discontinued or unfinished study courses, changes of degree programmes, as well as changes of university. It also pertains to degree programmes in subject areas not relevant to your current registration.

Translations

Any document not originally written in German or English needs to be translated into German. This does not apply to certificates issued in Switzerland. In addition to the translation, a copy of the original document (in the original language) has to be uploaded.

Translation standards

It must be evident that the translation was done by an authorized translator, and clear to which document the translation belongs.

Following translations will not be accepted (no claim to completeness):

- Translations done by the applicants themselves or by other laypeople
- Incorrect or inaccurate translations
- Translations that bear no professional attributes such as a stamp or a seal
- Translated documents that bear no note of certification