



## M.A. in British Studies

### Applications for the Course Starting October 2019

#### Application requirements

Applicants need to have a **university degree** at the time of formal enrolment (October 2017). This first degree can be in any subject. With usually over 100 applications for 30 places, admission is highly competitive. The diversity in standards of university teaching and grading throughout the world makes it impossible to impose any formal requirements on the minimum grade to be obtained. As a rule of thumb, though, successful applicants with a Bachelor (e.g. BA, LLB, BSc) or similar degree tend to have graduated within the top 10-15%, successful applicants with a Master (e.g., MA, LLM, MSc) or similar degree within the top 15-20% of their class. We will, however, look at the individual circumstances of each case.

Applicants need to speak **very good English**. The application must contain proof of your proficiency in form of an ETS TOEFL certificate (minimum score of 600 for the paper-based test, 250 for the computer-based test, or 100 for the internet-based test), or a Cambridge Certificate of Proficiency in English (any grade), or a Cambridge Certificate in Advanced English (grade A or B), or an IELTS test (level 7.0). Neither a degree in English language, nor English language teaching experience will be considered as adequate proof. Only native speakers are exempt from this requirement. Lower scores than those required will substantially reduce your chances of being accepted onto the course.

Furthermore, a working knowledge of **German** is highly advisable.

#### Application procedure

The deadline for applications is 30th April (for admission in October). A shortlist of candidates will usually be drawn up during May, with applicants invited for interviews which take place in Berlin, usually in June. Interviews via telephone or skype will be conducted with applicants who cannot reasonably be expected to travel. Places are allocated and all applicants notified after completion of the interviews.

#### Grants

Applicants who are in need of a scholarship are strongly advised to apply to institutions such as the German Academic Exchange Service (<http://www.daad.de>), the Alfred Toepfer Stiftung (<http://www.toepfer-fvs.de/>) and to search for other opportunities via directories such as <http://www.stiftungen.com>. Please note that the German Academic Exchange Service operates with an earlier deadline than the course itself, usually November of the preceding year for enrolment in October.

## Application checklist

To apply, please complete the **form** below and send it to the address given overleaf by April 30.

Your application **must also include** the following documents in the order in which they are listed below.

### **IMPORTANT:**

**Do not submit irreplaceable original documents, but send us certified copies.**

**Please note: a simple copy of a certified copy is not itself a certified copy! The certified copy has to include an original official stamp and signature (public authority or notary) on it.**

Please tick the boxes in order to indicate that the papers are attached.

- a detailed CV (in English);
- a statement of motivation explaining why you would like to join *this* course; some 500 words are usually sufficient (in English);
- a certified copy of your secondary school leaving certificate which qualifies for university studies (e.g. A-Levels certificate, Abiturzeugnis, Baccalaureat, High School Diploma) including a breakdown of subjects and grades – together with a certified English translation, unless the original is in English, German, or French;
- a certified copy of your university degree certificate, including your final overall grade as well as a breakdown of subjects and grades – together with a certified English translation, unless the original is in English, German, or French. If you have yet to receive this, we will require written confirmation of your expected final grade from your university. If neither the provision of a final, overall grade nor the prediction of such a grade is possible, we need written confirmation from your university of this fact;
- a certified copy of grade transcripts of your university studies – together with a certified English translation, unless the original is in English, German, or French (as above);
- proof of your proficiency in the English language through ETS TOEFL, IELTS, CPE or CAE scores in original or in certified copy (in the case of IELTS and TOEFL a simple copy will suffice), to be sent directly to the Centre for British Studies, Mohrenstr. 60, 10117 Berlin (not the general postal address of Humboldt University); this does not apply to native speakers.

Important: If you are presently in your final year at university and have not yet received your degree document you can nevertheless apply, provided you will have completed your present course before October. Please attach a confirmation of your university and a list of the subjects you have studied so far, including exam results, along with your predicted final grade.

Additionally, you may, but need not supply one to three references, e.g. from university teachers or employers. We are aware that such references may be more difficult to obtain in some countries.

Please send your complete application including the language test to:

**Catherine Smith  
Großbritannien-Zentrum  
Humboldt-Universität  
Mohrenstraße 60  
10117 Berlin  
Deutschland / Germany**

## Application for the M.A. in British Studies Course 2019-21

Please write in clear print or type to ensure all information is legible. Failure to complete this form can lead to delays in the processing of your application.

### Personal Information

|  |                             |   |  |
|--|-----------------------------|---|--|
| Family name:   |                             | Given name:                               |  |
| Date of birth (DD/MM/YY):                              |                             | Gender (M/F):                             |  |
| Place and country of birth                             |                             |   |  |
| Nationality:   |                             |   |  |
| Tel. & Email:  |                             |   |  |
| Full address:<br>Street<br>City<br>Postcode<br>Country |                             |   |  |
| Have you applied for the M.A. British Studies before?  | <input type="checkbox"/> No | <input type="checkbox"/> Yes, year: _____ |  |
| How did you first hear about the M.A. British Studies? |                             |   |  |

### University Degree(s)

|   |  |
|---|--|
| Full degree title   |  |
| Final grade/GPA (B.A., M.A. or other):  |  |
| Subject(s):   |  |
| University + Department:  |  |
| Date received on (DD/MM/YY):  |  |
| ECTS points obtained (if not applicable, years spent in full-time higher education) |  |

### Languages (give details about your proficiency in your CV)

|                  |  |
|------------------|--|
| English*:        |  |
| German:          |  |
| Other languages: |  |

**\*Proof of proficiency in English (ETS TOEFL, IELTS, CPE or CAE) must be included in your application; this does not apply to native speakers.**

I herewith confirm that the information I have given is correct and complete.

**Date and Signature:** \_\_\_\_\_