

How to apply for “Philosophy, Politics and Economics” (M.A.) at Witten/Herdecke University



Step 1: Getting Informed

Before you decide to apply for the Master’s programme in “Philosophy, Politics, and Economics”, it is important that you get very well-informed about the content and structure of the programme and the unique teaching approach of Witten/Herdecke University.

The most comprehensive information about the program you can find [here](#). More detailed information about the Witten/Herdecke approach to teaching and the profile of the faculty of management and economics can be found [here](#).

A detailed description of the 120 ECTS programme is offered in the [module manual](#). The general structure of the M.A. is depicted below:

Structure and modules

Philosophy, Politics and Economics (M.A.)
120 ECTS

Obligatory modules			CP
Advanced Methods			
» Philosophy of Science			15
» Qualitative Methods			
» Quantitative Methods (focus Applied Econometrics)			
Basics for PPE			
» Basics in Philosophy I and II: Ethics and Political Philosophy / Philosophy of the Social Science			
» Basics in Politics I and II: Introductory International Relations / Introductory Political Economy			30
» Basics in Economics I and II: <u>Microeconomics</u> and <u>Institutional Economics</u> / <u>Macroeconomics</u>			
Compulsory Elective Modules			CP
Studium fundamentale			15
Elective modules (optional: either Individual Study Profile or one Major)			CP
Individual Study Profile 40 ECTS	International Economics	International Politics	Philosophy and Society
	International Economics	Foreign Policy	Game Theory and Social Structure
	Behavioural Economics	Global Governance	Advanced Phil. of Economics
	Development Economics and Politics	Security	Ethics and Society
Institutional Economics	International Political Economy	History of Economic Ideas in the context of Social Philosophy	
The International Financial System	International Organizations	Social Epistemology and Collective Action	
Current Issues and Further Questions; International Economics	Current Issues and Further Questions: International Politics	Current Issues and Further Questions: Philosophy and Society	
Independent Study* / Independent Project** International Economics	Independent Study* / Independent Project** International Politics	Independent Study* / Independent Project** Philosophy and Society	
Free Electives including:			20
- Topics at the interface of Philosophy, Politics, and Economics			
- PPE in Practice			
Master module			CP
Master thesis			15

24 months

*Independent Study for research oriented students **Independent Project for application oriented students

Tuition fees are 21.480 € for the two year M.A. programme (compare to average of 20.000 € you pay for a one year M.A. in the UK). That is a lot of money. But there is also a lot on offer for it. The fees allow the university to promote teaching and learning in very small groups, to offer you very close supervision of your studies, and to provide you with support and help for your later career development.

At the same time, our unique system of study-now-pay-later ensures that admission is based purely on academic merit, not financial means. How much you will have to pay back will depend on your future gross income: If you earn more, you pay back more, if you earn less, you pay back less. You can find detailed information [here](#) and on the Website of the [Studierendengesellschaft](#). With respect to these fees, please also take into account that our graduates have significantly higher starting incomes than their peers from German state universities. In this sense, you can see this as an investment into your human capital that is likely to pay off fairly well. For any questions concerning the study-now-pay-later programme, please contact the Studierendengesellschaft:



Studierendengesellschaft Witten/Herdecke e.V.

<https://studierendengesellschaft.de/en/contact/>
studies@uni-wh.de

+49 (0) 2302 926 402.

If you have further questions about the programme's content, please contact the programme directors:



Prof. Dr. Joachim Zweynert

joachim.zweynert@uni-wh.de

+49(0)2302 926-598



Prof. Dr. Jens Harbecke

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Step 2: Checking the Admission Requirements

Before you apply please make sure that you meet all the necessary application requirements. Direct admission to the PPE M.A. is possible for B.A. or B.Sc. graduates (at least 180 ECTS in total) that have a particular interest in interdisciplinary study. Thus, the programme is open for applicants with different backgrounds. Detailed introductory courses into Philosophy, Politics and Economics prepare all students for interdisciplinary analysis. For graduates of 240

ECTS B.A. or B.Sc. programmes there is the possibility of finishing the programme in less than two years. For further questions, please contact the programme directors (see above).

Moreover, for the proof of proficiency in English we require level B2 or IELTS with 6,5 or TOEFL iBT with at least 83 points. Note that for the PPE M.A. you will **not** have to proof any competence in the German language, even though, of course, it would be helpful in everyday life here if you knew some basics.

Finally, we expect all applicants to document practical work experience of at least 3 months. This can include internships, entrepreneurial activities, civil service etc. It is less essential what kind of work you have done than that you can demonstrate some practical experience outside the academic world.

The programme always starts in the winter semester (October).

Step 3: Collecting all Required Documents

Before you open an application account in our online system UWE, please make sure that you have all the required documents available (upload of your documents is required). You find the list below:

1. **Higher education entrance qualification** or proof of equivalent qualification (Abitur, A-levels etc., uncertified copy/provisional certificate)
2. **Proof of a first academic degree** conveying a vocational qualification (uncertified copy)
3. **Curriculum vitae** in tabular form
4. **Documentation of work experience**, such as certificates of vocational training or internships, comprehensive documentation of entrepreneurial activities (uncertified copies)
5. **Proof of proficiency in English** (required level B2 or 6,5 IELTS or 83 TOEFL iBT). If you have already completed a B.A. degree in English, or if you have grown up in an English-speaking country, you do not need to submit further proofs of your language competence.
6. **Copy of credit transfer or cash payment slip for application fees.** The fees are 100,- Euros. The amount can be transferred to the following account: IBAN: DE06 4525 0035 0000 4530 35; BIC: WELADED1WTN; Reference: Faculty of Economics/PPE Master; Bank/Branch: Sparkasse Witten

Step 4: Completing the Written Assignments



Studying at the Faculty of Management and Economics at Witten/Herdecke University requires a high degree of independent thinking and organizational talent. Consequently, we expect you to handle unexpected situations with creativity and to reflect upon your experiences. Therefore, we ask you to complete some written tasks as an integral part of the application procedure.

Please work on the following questions (total maximum extent: 2 pages):

2. Enter your details in the given fields. Make sure that you enter your birthdate without puncturing. Once you have clicked "Create Applicant Account" button, you will receive an e-mail with your username and password for the additional application process.

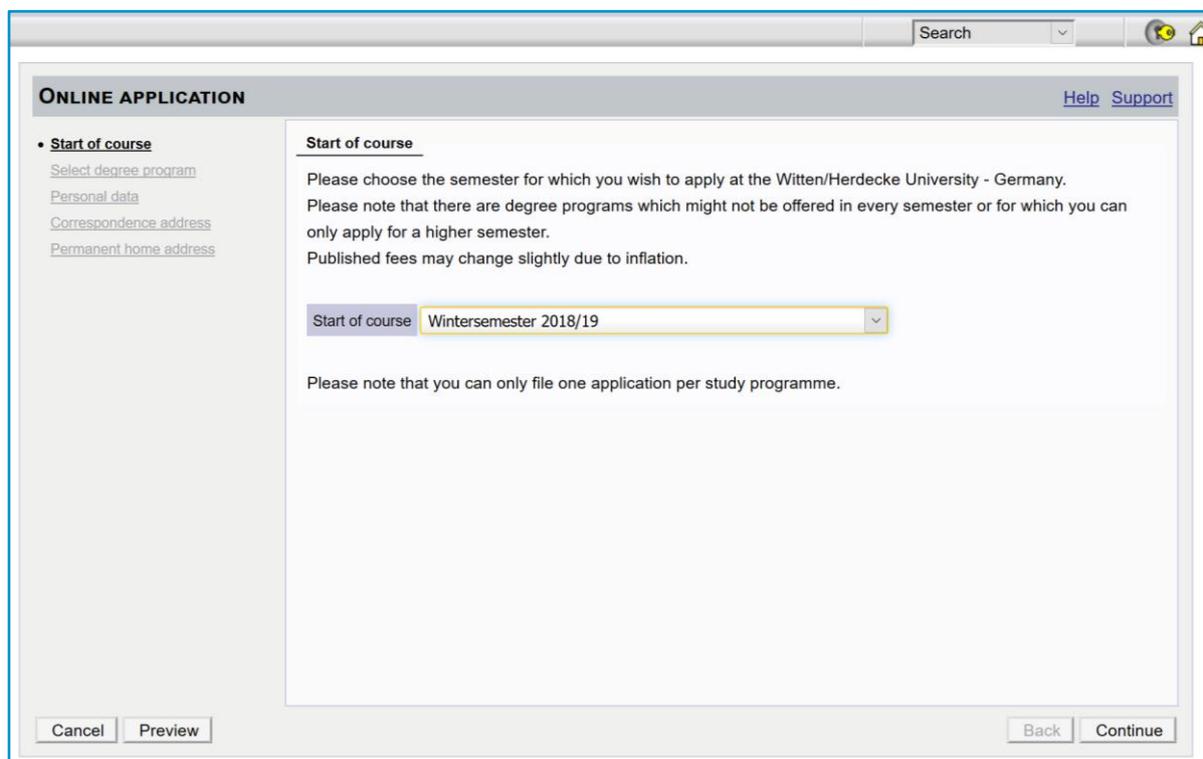
3. Log in again with the codes obtained by e-mail data via the following link: <https://uwe.uni-wh.de/campusonline/webnav.ini>

4. You will be asked to change the password. Please follow the instructions.

Before you continue setting up your account, please take notice of the browser and pdf viewer recommendations. To do so, please mark the information icon above to the right. On the following page, please use the link "Hinweise zur Anzeige, zum Druck und zum Erstellen von PDF-Dateien" / "About the display for printing and creating PDF files" and you will receive recommended setting instructions. Please select the Internet Explorer for accessing and printing your documents. PDF files in browser Mozilla Firefox will not be displayed correctly!

5. Now you will be asked to select the desired start of the course.

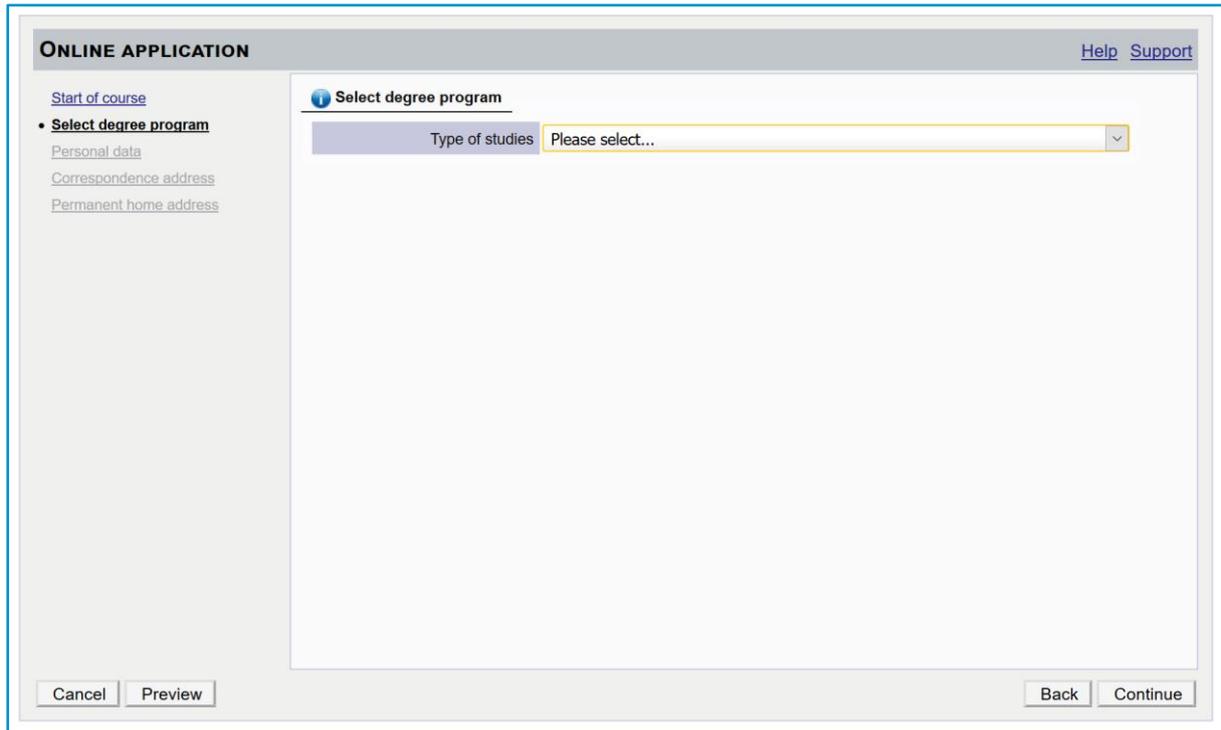
Here you can learn about the potential start of your preferred program.



The screenshot shows a web browser window with the title "ONLINE APPLICATION". The page has a search bar at the top right and "Help Support" links. On the left side, there is a navigation menu with the following items: "Start of course" (selected), "Select degree program", "Personal data", "Correspondence address", and "Permanent home address". The main content area is titled "Start of course" and contains the following text: "Please choose the semester for which you wish to apply at the Witten/Herdecke University - Germany. Please note that there are degree programs which might not be offered in every semester or for which you can only apply for a higher semester. Published fees may change slightly due to inflation." Below this text is a dropdown menu labeled "Start of course" with "Wintersemester 2018/19" selected. At the bottom of the main content area, it says "Please note that you can only file one application per study programme." At the bottom of the page, there are four buttons: "Cancel", "Preview", "Back", and "Continue".

6. In the next step choose your preferred degree program (M.A.-PPE). If your desired course of study is not included in the selection, this means it is not offered to the date that you selected in step 5.

If you have previously studied at another university, please indicate this by checking the box at the point "I already have been a university / college student".



ONLINE APPLICATION [Help](#) [Support](#)

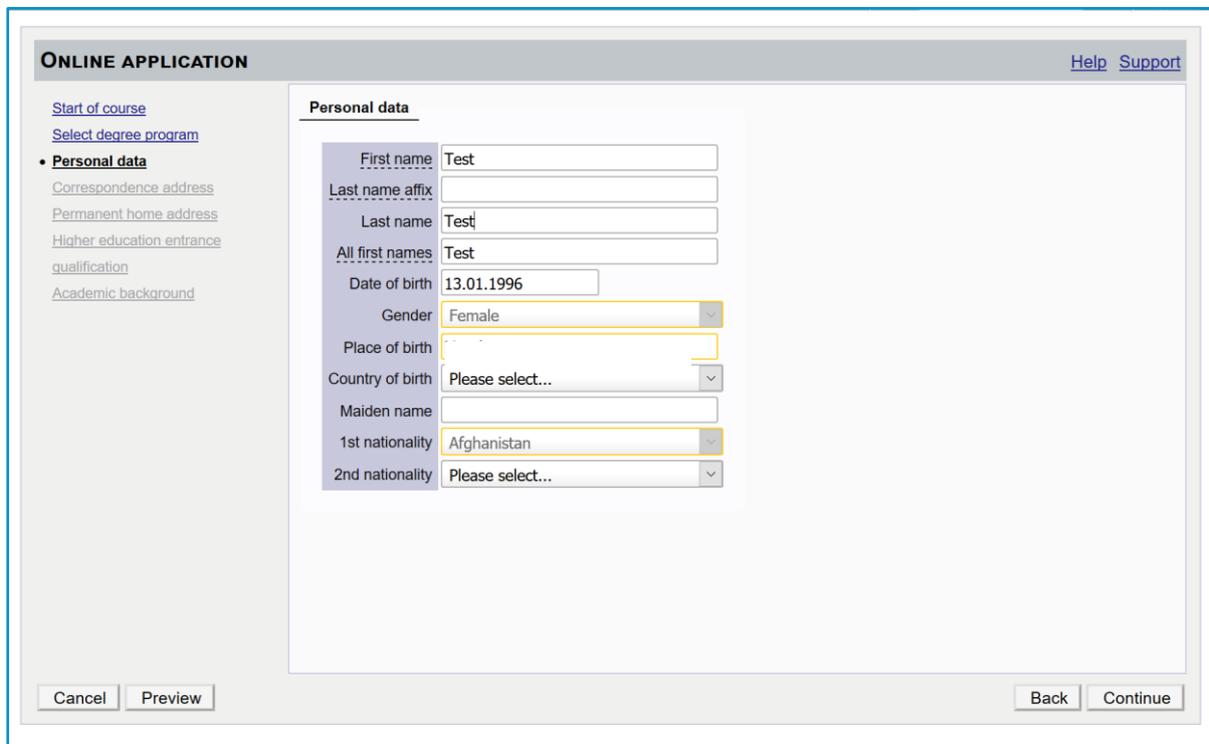
[Start of course](#)

- **Select degree program**
- [Personal data](#)
- [Correspondence address](#)
- [Permanent home address](#)

Select degree program

Type of studies

7. Please insert further personal data into the following page.



ONLINE APPLICATION [Help](#) [Support](#)

[Start of course](#)

- **Personal data**
- [Select degree program](#)
- [Correspondence address](#)
- [Permanent home address](#)
- [Higher education entrance qualification](#)
- [Academic background](#)

Personal data

First name

Last name affix

Last name

All first names

Date of birth

Gender

Place of birth

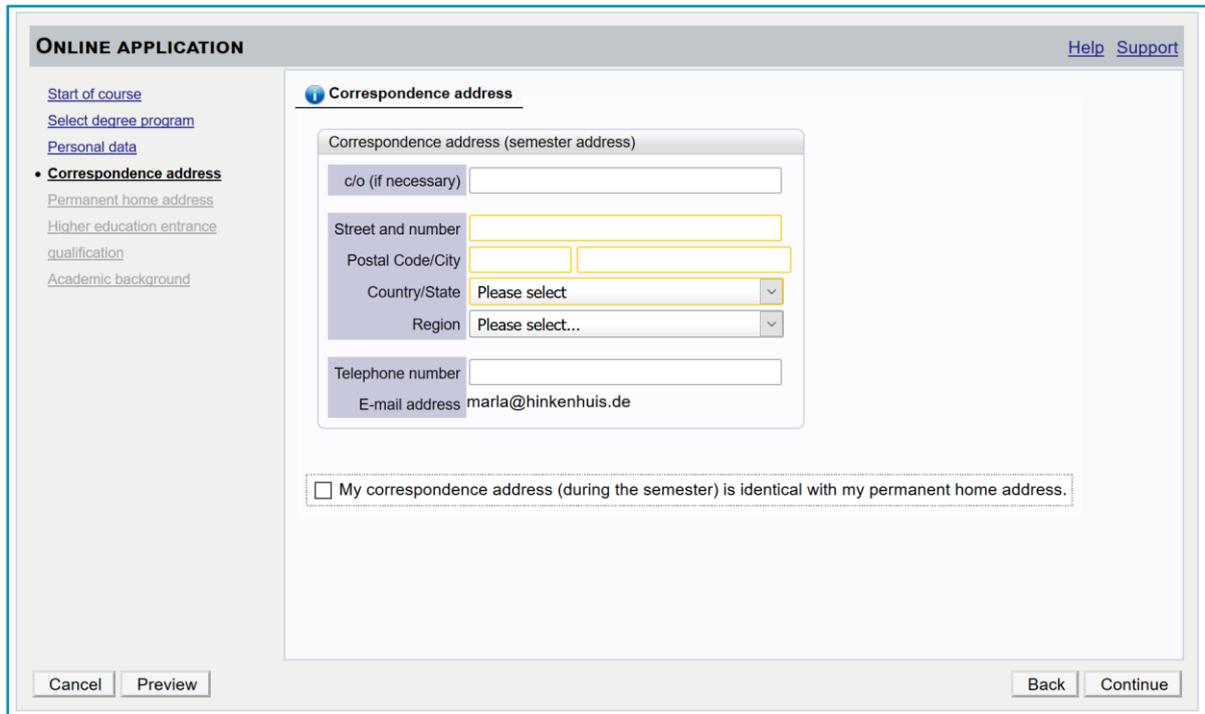
Country of birth

Maiden name

1st nationality

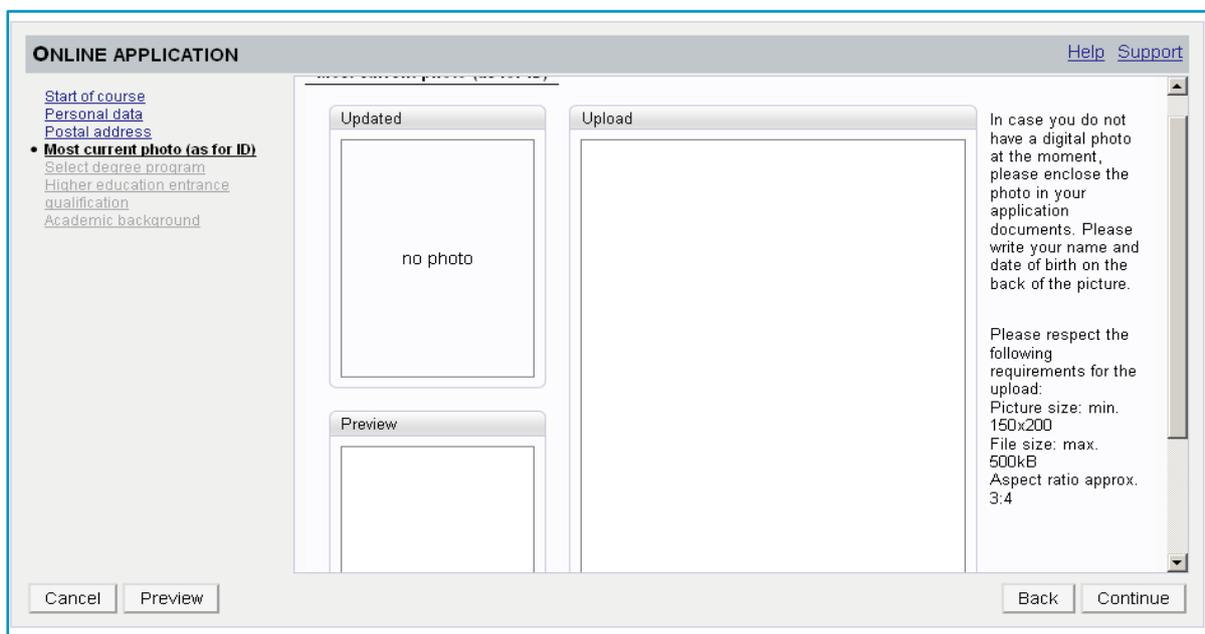
2nd nationality

8. Enter your correspondence address. The yellow-rimmed fields are required fields. Is your mailing address the same as your home address, please place a checkmark in the appropriate field.



The screenshot shows the 'ONLINE APPLICATION' interface. On the left, a navigation menu includes links for 'Start of course', 'Select degree program', 'Personal data', 'Correspondence address' (highlighted), 'Permanent home address', 'Higher education entrance qualification', and 'Academic background'. The main content area is titled 'Correspondence address' and contains a form for 'Correspondence address (semester address)'. The form includes the following fields: 'c/o (if necessary)', 'Street and number', 'Postal Code/City', 'Country/State' (a dropdown menu with 'Please select'), 'Region' (a dropdown menu with 'Please select...'), 'Telephone number', and 'E-mail address' (pre-filled with 'marla@hinkenhuis.de'). The 'Street and number' and 'Postal Code/City' fields have yellow borders. Below the form is a checkbox labeled 'My correspondence address (during the semester) is identical with my permanent home address.' At the bottom, there are 'Cancel', 'Preview', 'Back', and 'Continue' buttons.

9. You may now upload a picture. In case you prefer not doing this, or doing it at a later time, you can skip this step by clicking the button "Continue".



The screenshot shows the 'ONLINE APPLICATION' interface for the photo upload step. The left navigation menu is similar to the previous step, with 'Most current photo (as for ID)' highlighted. The main content area is titled 'Upload' and features a 'no photo' placeholder, a 'Preview' section, and an 'Upload' button. To the right, there is instructional text: 'In case you do not have a digital photo at the moment, please enclose the photo in your application documents. Please write your name and date of birth on the back of the picture.' Below this, upload requirements are listed: 'Picture size: min. 150x200', 'File size: max. 500kB', and 'Aspect ratio approx. 3:4'. At the bottom, there are 'Cancel', 'Preview', 'Back', and 'Continue' buttons.

10. Now enter the information about your higher education entrance qualification (you are applying for a Master's degree, the information filled into the sample form will differ from the required one in your case). The "certificate name" corresponds to the nature of your degree (e.g. "Abitur" or "diploma").

If you do not know your average mark yet, a provisional, estimated value will be sufficient.

ONLINE APPLICATION [Help](#) [Support](#)

[Start of course](#)
[Select degree program](#)
[Personal data](#)
[Correspondence address](#)
Higher education entrance qualification
[Academic background](#)

Higher education entrance qualification

Please enter what type of higher education entrance qualification you hold and when and where you have obtained it. More information: [Higher education entrance qualification](#)

I have a German higher education entrance qualification.
 I have obtained a foreign higher education entrance qualification. i
 I belong to the group of master craftsmen or qualified professionals. i

Type:

Name of certificate (original name):
1 to 100 characters

Date of certificate:
Format: DD.MM.YYYY

Average grade (gpa):
from 1.0 to 4.0

Name of school:
1 to 100 characters

Location of school:
1 to 100 characters

Country of school:

Region:

11. If you have been previously enrolled at another university and have set the checkmark at the appropriate place (see step 10), you will be asked to enter some information about your previous university education.

Edit academic background ✖

University/Subjects

Country:

Place of university/college:

University:

Intended degree:

Form of studies: i

Registration number:

Major (1st subject): i

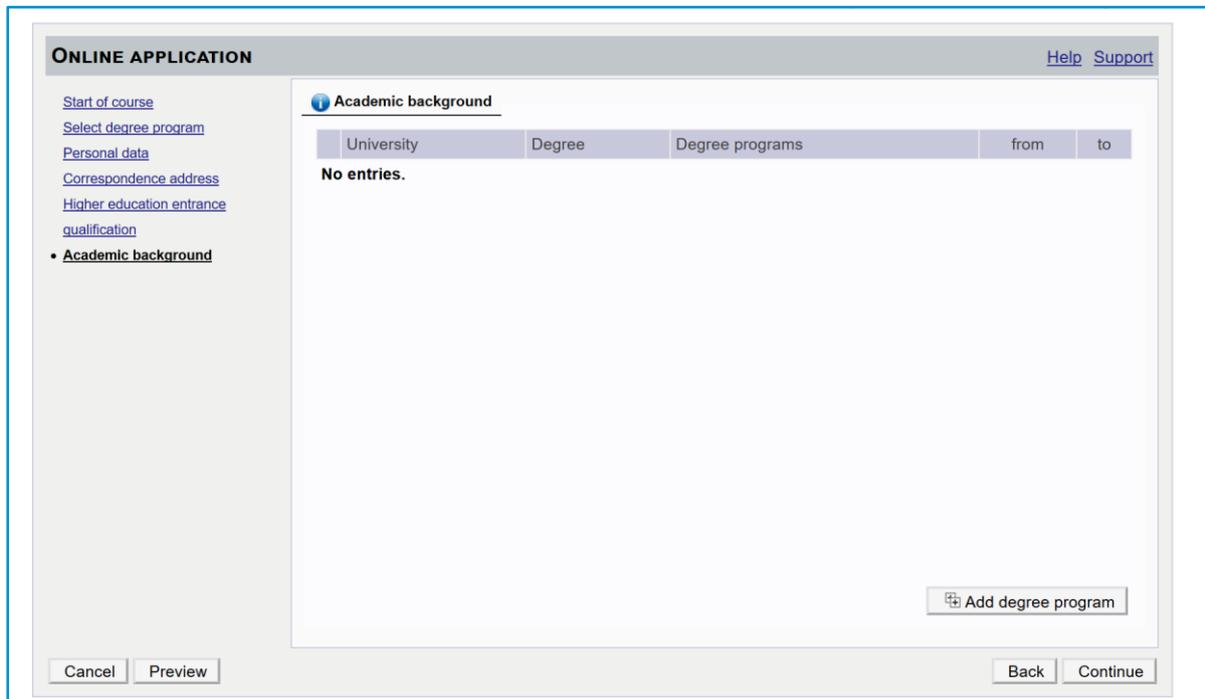
2nd subject:

3rd Subject:

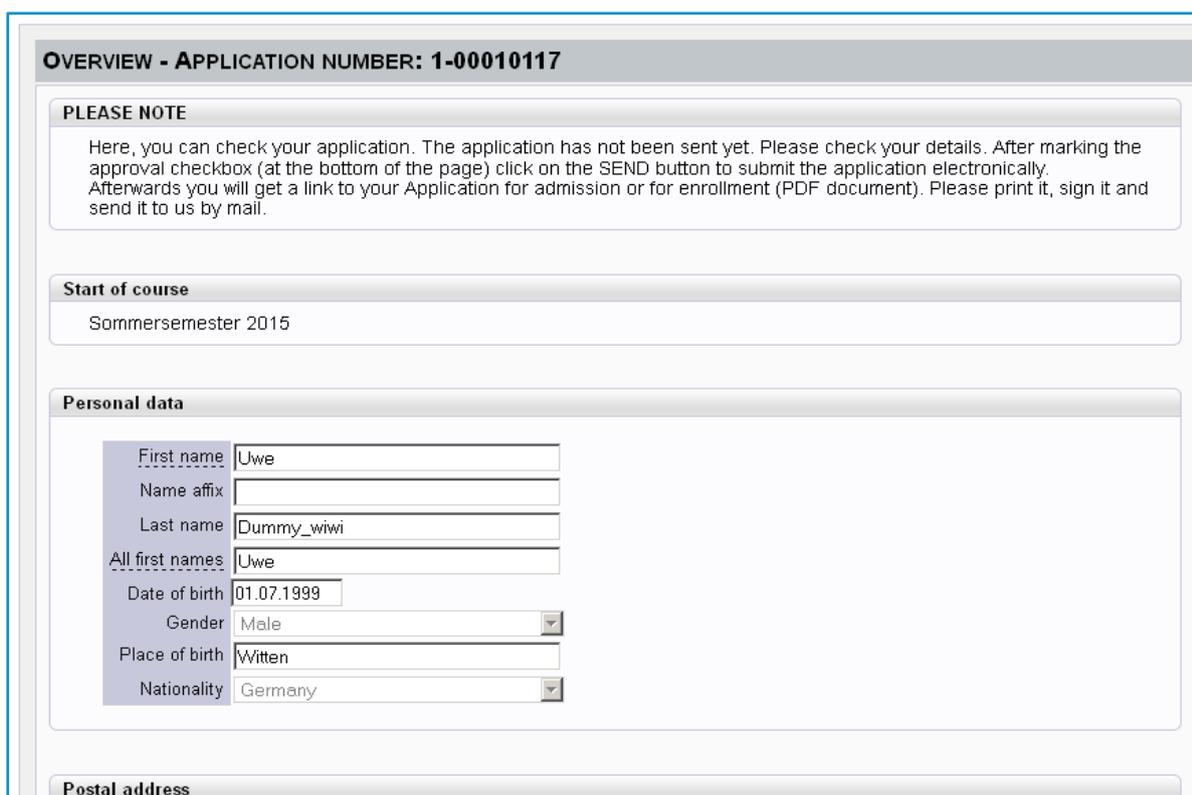
Semester

from	to	total	Holiday	Practical training	Hospital	Break
<input type="text" value="Please select..."/>	<input type="text" value="Please select..."/>	0	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>
		from 0 to 20	from 0 to 20	from 0 to 20	from 0 to 20	

12. You will be asked to fill in some information about your previous academic training. Please fill in all fields outlined in yellow. **You are now asked to submit your signed documents to us by regular mail or email (as a scan).** You find an overview of the required documents at the end of your application in the checklist (identical to the one above).



13. Now again all your inserted information is shown in the overview. In the lower part you can view a list of documents that you must also submit by mail for your application.



Note at this step that documents for an application are saved in our UWE system only up to the entry of the type of higher education entrance qualification. If you subsequently enter further details and then do not actually send the application, the data you entered are lost. Therefore, in conclusion of your application please confirm in the overview field the data you entered, and then click on **“Send”**.

14. Once you have pressed the **"Send"** button, you will be asked to fill in the application for admission and enrollment. Please print out the application for you.

For further questions you may contact:



Admissions Office

Christiane Weber

bewerber-wiwi@uni-wh.de

+49 (0)2302 926-584

Faculty of Management and Economics

Witten/Herdecke University

Alfred-Herrhausen-Straße 50

58448 Witten/Germany

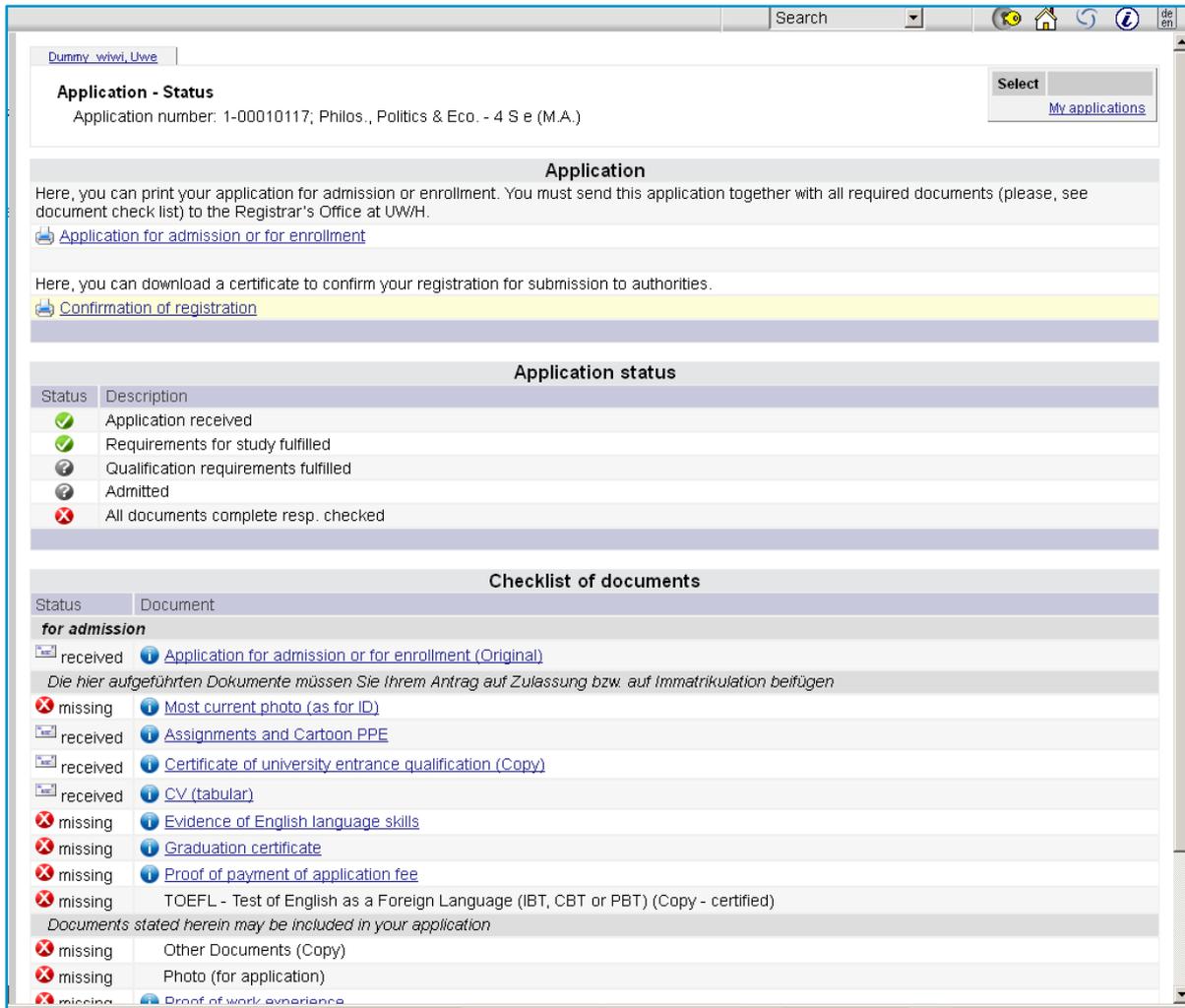
IMPORTANT: In case there are any documents missing, the application for admission or enrollment is not valid and will not be processed!

The additional documents to be submitted can be found on the application form and in your applicant status within the **"Document Checklist"**.

15. Checking your status. Please log in regularly into the UWE system and check the current status of your application.

My Applications									
Applicant number: 2-00071289									
Application number	Degree Course	Intended degree	Entrance semester	Type of admission	sent on	admitted	Study place accepted	enrolled	Status
Sommersemester 2015									
1-00010117	Philos., Politics & Eco. - 4 S e (M.A.)	Master programme	1	Manual admission	23.10.2014				view

16. The Application Status in the UWE system shows you how far your application has been process. You can find it by clicking on **“view”** in the right column **“Status”**.



Application - Status
Application number: 1-00010117; Philos., Politics & Eco. - 4 S e (M.A.)

Application
Here, you can print your application for admission or enrollment. You must send this application together with all required documents (please, see document check list) to the Registrar's Office at UWH.
[Application for admission or for enrollment](#)

Here, you can download a certificate to confirm your registration for submission to authorities.
[Confirmation of registration](#)

Application status

Status	Description
✓	Application received
✓	Requirements for study fulfilled
?	Qualification requirements fulfilled
?	Admitted
✗	All documents complete resp. checked

Checklist of documents

Status	Document
for admission	
received	Application for admission or for enrollment (Original)
<i>Die hier aufgeführten Dokumente müssen Sie Ihrem Antrag auf Zulassung bzw. auf Immatrikulation beifügen</i>	
missing	Most current photo (as for ID)
received	Assignments and Cartoon PPE
received	Certificate of university entrance qualification (Copy)
received	CV (tabular)
missing	Evidence of English language skills
missing	Graduation certificate
missing	Proof of payment of application fee
missing	TOEFL - Test of English as a Foreign Language (IBT, CBT or PBT) (Copy - certified)
<i>Documents stated herein may be included in your application</i>	
missing	Other Documents (Copy)
missing	Photo (for application)
missing	Proof of work experience

IMPORTANT:

There is no automatic processing of the application through the UWE system. Processing your application and changing your status may take some weeks!

Telephone inquiries about the status of the application will not be given in principle due to the large amount of applications we receive.

In case you are invited for an interview you will receive the information personally (see below).

In the document checklist you can now see which documents are still required to be submitted by mail or email (as a scan).

17. In order to access your account at a later date, go to the [UW/H-Website](#) and click on the "UWE" button that you find in the upper right column of the page.

Step 7: Getting invited for an Interview

After you have completed your application online, have printed it out, and have sent it to us, your application will go through a two-step process. First a pre-selection committee will select the candidates that are invited for an interview.

If you are selected for an interview, you will be invited to visit us for one day for a selection seminar with three interviews. If you live outside of EU, the selection committee will offer you to conduct the interviews via skype. The interviews target your academic competences and achievements as well as your future career plans, your individual talents and interests, and your assessment of the degree of fit between Witten/Herdecke University and yourself.

After the selection seminar, resp. the skype interviews, the committee has to decide in consensus on whether you will be offered a place. After the committee has made a decision you will be informed about the result usually the day after.

We are looking forward to receiving your application!

Questions Concerning Scholarships:

The German government, the churches and other organizations offer various scholarships for international students. You can find some general information about funding opportunities in Germany on <http://www.mystipendium.de> and on the DAAD scholarship database: <http://www.daad.de/en/>. Moreover, the following website offers a good overview of funding opportunities for internationals in Europe: <http://www.european-funding-guide.eu>. Two specific funding programs are the DAAD Study Scholarships for Graduates of All Disciplines) and the Scholarship Programme I of the KAAD (Katholischer Akademischer Ausländer-Dienst).

If you have any further questions, feel free to contact us!



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