

**Archineer® Institutes e.V.
at Anhalt University**

Contact Persons:

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Archineer® Institutes e.V.

Prof. Dr. Robert Off
Seminarplatz 2
06818 Dessau-Rosslau
Germany

Application form for admission to the study courses Archineer® Membrane Structures

Personal Details

Titl (Prof., PhD, Dr., etc.)		
Surname		
First name		
Place / Country of birth		/
Sex / Date of birth	Male <input type="checkbox"/> Female <input type="checkbox"/> / (dd.mm.19yy)	
Nationality/Pass-No.		/

Correspondence address :

(Please fill in the address the way regular mail will reach you)

c/o. or Company		
Address line 1		
Address line 2		
Address line 3		
Address line 4		
Address line 5		
Address line 6		
Country		
Phone-Nr./ e-mail	+ <input type="text"/>	/ <input type="text"/>

Private address:

(only if different from 2./ to appear in the admission and visa related documents)

c/o. or Company		
Address line 1		
Address line 2		
Address line 3		
Address line 4		
Address line 5		
Address line 6		
Country		
Phone-Nr./ e-mail	+ <input type="text"/>	/ <input type="text"/>

Educational background

(The course is applicable also for interests with non-academic background)

Highest qualification (B. or M. or PhD)	<input type="text"/>
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Study course for highest qualification	<input type="text"/>	
Name of the University	<input type="text"/>	
Location of the University	<input type="text"/>	
Qualification /completion date	<input type="text"/>	/ <input type="text"/>
Number of Semesters / ECTS	<input type="text"/>	/ <input type="text"/>

Previous Study Course	<input type="text"/>	
Name of the University	<input type="text"/>	
Location of the University	<input type="text"/>	
Qualification /completion date	<input type="text"/>	/ <input type="text"/>
Number of Semesters / ECTS	<input type="text"/>	/ <input type="text"/>

Professional career / performed jobs

(Please insert only jobs related to the study program)

Actual Job/profession	
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Kind of job	
Company	
Duration	From: <input type="text"/> to: <input type="text"/>

Kind of job	
Company	
Duration	From: <input type="text"/> to: <input type="text"/>

Processing Fee

For processing of the application/registration a fee of 300 € will be charged. Please pay by PayPal to sabrina.mo@ims-institute.org Reason for payment: Processing Fee Archineer M.St. (and your name)
In case you want to pay by bank transfer, please contact Stephan Löffert stephan.loeffert@ims-institute.org for an invoice. Admission and all further documents will be provided after the reception of the mentioned fee.

Declaration

I explicitly agree on the following (please check mark):

- My data maybe used for registration at the registration system of Anhalt University in order to additionally receive the university Certificate „Archineer®Cert.” incl. 15 ECTS (no additional fee)
- My email address may be shared among participants of the IMS programs.
- Pictures of me taken during the program may be published on IMS websites and platforms as there are facebook, linked-in, instagram etc.
- My email address may be stored in the database of institutes in order to inform me about news and upcoming events and courses.

I confirm that to the best of my knowledge and belief all the information I have given on this form is true, complete and accurate. I have enclosed the required documents (certificates, supporting documents, etc.). I am aware that intentionally or negligently giving false information constitutes an administrative offense and may lead to exclusion from the admissions procedure or – if discovered at a later date – to the cancellation of my admission or enrollment.

By signing up, I agree to the Archineer® Institute [Private Policy](#).

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Place and Date

Signature of the applicant

Language Skills

Since the course is held in English language only good understanding and basic form of communication of English is required. TOEFL or IELTS is not necessary.

We like to draw your attention to the following points:

- A chronological and signed curriculum vitae has to be attached to the application form.
- All information concerning first degree and professional career has to be proved by certificates.
- We give no warranty for any original documents or certificates. Please do only attach certified copies of documents.

Attached to the application form:

- Highschool certificate
- Degree certificate and complete academic transcript (all subjects with grades)
- CV
- Scan of the passport
- Scanned pass photo (38 x 48 mm / 224 x 283 Pixels)
- Letter of motivation for participation in the course
- Confirmation that shows at least two years work experience in the field of civil engineering, architecture, geo-informatics, mechanical engineering, textile engineering or comparable
- Certificate of English skills, for example school report (TOEFLE or similar are not required)
- Short Description of some of your projects, if you have so far

Please send your complete application for pre-check by e-mail to Mrs. Heike Kleine:

heike.kleine@ims-institute.org

After successful pre-check it is requested to send or bring the true copies of your degree certificates as well as the original signed application form. It can be sent by regular mail to:

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