



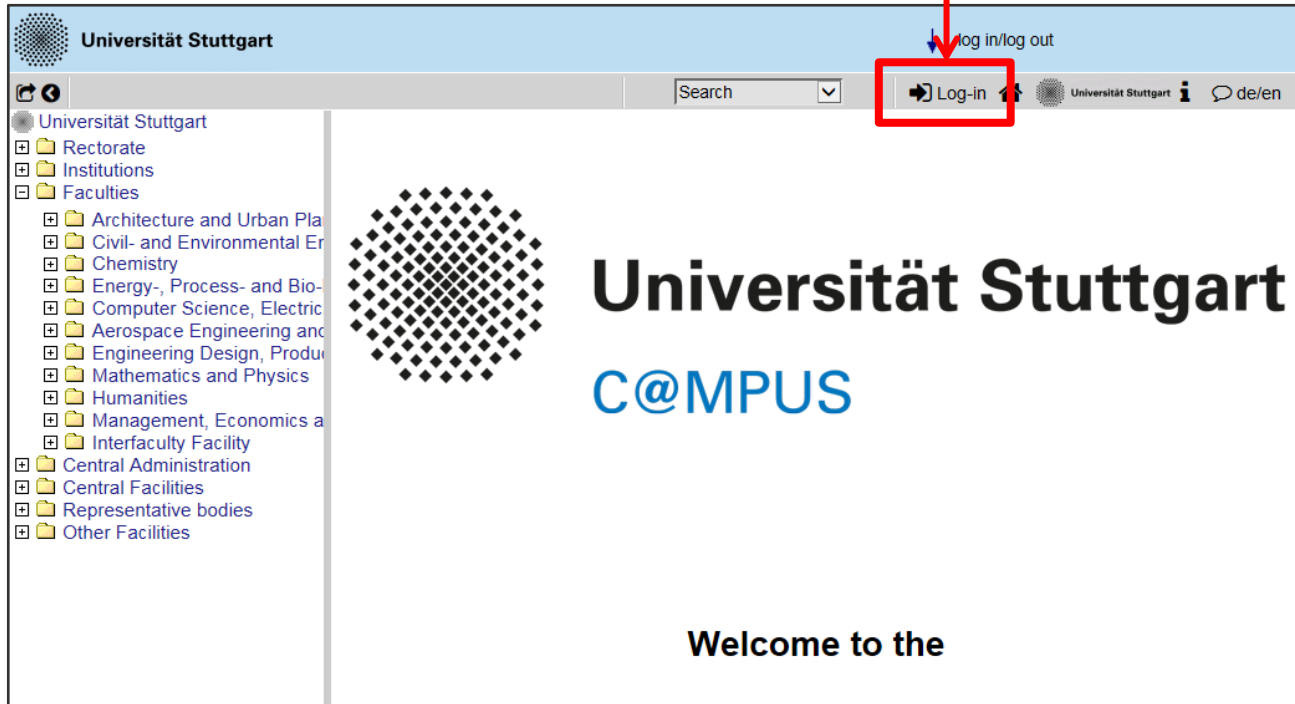
**Universität Stuttgart**  
C@MPUS

# Uploading Proof of German language skills

HowTo C@MPUS – for applicants

Date: 12.05.2017

# 1. Log in: <https://campus.uni-stuttgart.de/>



The screenshot shows the homepage of the Universität Stuttgart C@MPUS portal. The top navigation bar is light blue and contains the text "Log in/log out" on the right. Below this, a grey navigation bar features a search box, a "Log-in" button with a right-pointing arrow, and the university logo. The "Log-in" button is highlighted with a red box, and a red arrow points to it from above. The main content area is white and features the university logo on the left, the text "Universität Stuttgart C@MPUS" in the center, and "Welcome to the" at the bottom. A left sidebar contains a tree view of the university's structure, including "Rectorate", "Institutions", "Faculties", and various departments like "Architecture and Urban Planning", "Civil- and Environmental Engineering", "Chemistry", "Energy-, Process- and Bio-Engineering", "Computer Science, Electric Engineering", "Aerospace Engineering and Engineering Design, Production", "Mathematics and Physics", "Humanities", "Management, Economics and Business Administration", "Interfaculty Facility", "Central Administration", "Central Facilities", "Representative bodies", and "Other Facilities".

## 2. If necessary: Open your business card

In case you do not see your list of applications, please click on your name in the top right corner to open your business card.

The screenshot displays the user interface of the University of Stuttgart portal. At the top left is the university logo and name. The top right corner shows the user's name, 'Erna-Screenshots Teststudi', which is highlighted with a red box and a red arrow pointing to it from the yellow instruction box. Below the header is a navigation bar with a search box, a 'Log-out' button, and a home icon. The main content area features a 'Business card' tab. The business card details are displayed in a light gray box: 'Ms. **Teststudi, Erna-Screenshots**' and 'E-mail [erna-screenshots@campus.uni-stuttgart.de](mailto:erna-screenshots@campus.uni-stuttgart.de)'. To the right of the business card are links for 'Help', 'Operation', and 'Export contact details'. At the bottom, there are two panels: 'Studies' with an 'Applications' link and 'Services' with a 'Change Password' link.

### 3. If necessary: Open your list of applications

The screenshot displays the user interface of the C@MPUS portal for Universität Stuttgart. At the top left, the university logo and name 'Universität Stuttgart' are visible. The top right corner shows the user's name 'Applicants: Erna-Screenshots Teststudi' and a search bar. Below the search bar, there are navigation icons for 'Log-out', 'Home', and 'Language (de/en)'. A 'Business card' tab is active on the left. The main content area shows a profile card for 'Ms. Teststudi, Erna-Screenshots' with an email address 'erna.screenshots@campus.uni-stuttgart.de'. At the bottom, there are two main navigation sections: 'Studies' and 'Services'. The 'Studies' section contains a button labeled 'Applications' with a document icon, which is highlighted with a red box and a red arrow pointing to it from the title above. The 'Services' section contains a button labeled 'Change Password' with a key icon.

## 4. Show status/detailed view of applications: → Click on the magnifying glass icon

Universität Stuttgart

Applicants: [Erna-Screenshots Teststudi](#)

Search

Log-out













Universität Stuttgart

de/en

Teststudi, [Erna-Screenshots](#)

**My Applications**  
Applicant number: 2-00139162

Operation  
[Enter new application](#)

Application number	Degree program	Submission of application	Admission	Study place offer	Enrollment	Operations
<b>Wintersemester 2015/16</b>						
1-00014407	<b>Non-degree Program</b> <ul style="list-style-type: none"><li>Entrance semester: 1</li><li>Type of admission: Manual admission</li></ul>	✓ 05.06.2015	?	-	-	  
1-00015132	<b>Bachelor of Science Mathematics</b> <ul style="list-style-type: none"><li>Entrance semester: 1</li><li>Type of admission: Manual admission</li></ul>	? 09.06.2015	?	-	-	  
1-00017966	<b>Master of Arts English</b> <ul style="list-style-type: none"><li>Entrance semester: 1</li><li>Type of admission: Manual admission</li></ul>	? 15.06.2015	?	-	-	  
1-00018001	<b>Bachelor of Science Real Estate Engineering and Management</b> <ul style="list-style-type: none"><li>Entrance semester: 1</li><li>Type of admission: Manual admission</li></ul>	? 15.06.2015	?	-	-	  

## 5. Required Documents: Proof of German language skills

**Status**

- ✓ received electronically
- ❓ "Application documents": not checked yet.

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**Required documents (for admission)**

*Documents stated herein must be included in your application*

- ▶ ❌ Application for admission (Original)
- ▶ ❌ Higher education entrance qualification (n/a)
- ▶ ❌ Study orientation process certificate (n/a)
- ▶ ❌ The Goethe Institute's "Großes or Kleines Deutsches Sprachdiplom" or "Zentrale Oberstufenprüfung" (ZOP) (Copy - certified)

*Documents stated herein may be included in your application*

- ▶ ❌ Letter of acceptance (n/a)
- ▶ ❌ APS certificate (Upload) (n/a)
- ▶ ❌ **Proof of German language skills (n/a)**

Unter folgendem Link finden Sie ein Deckblatt zur Einreichung von Unterlagen für Be  
Studiengänge **Architektur und Stadtplanung B.Sc. und M.Sc.**: [Cover sheet](#). **Hinweis:** Für die Bewerbungen  
in alle anderen Studiengänge können per Post eingesandt Unterlagen nicht bearbeitet und auch nicht  
berücksichtigt werden!

**Attention:**  
Upload your Proof of  
German language skills  
**here!**

The grey triangle opens a detailed view of a document.

## 6. Detailed view of a document


**Documents stated herein may be included in your application**



- ✘ Letter of acceptance (n/a)
- ✘ APS certificate (Upload) (n/a)
- ▼ ✘ Proof of German language skills (n/a)

**Information** ⓘ This requirement only applies to applicants who have to upload the proof of German language skills like

- Test of German as a Foreign Language (TestDaF) for foreign applicants
- A pass in the German section of the examination of the 'Special University Admissions Procedures for Foreign Students'
- German Language Diploma of the German Conference of Ministers of Education (KMK)
- The Goethe Institute's 'C2 - GDS' (Großes Deutsches Sprachdiplom, new)
- The Goethe Institute's "Großes or Kleines Deutsches Sprachdiplom" or "Zentrale Oberstufenprüfung"
- The German Language Exam II of the Sprachen- und Dolmetscherinstituts München
- Proof of having attended more than 500 hours of German language lessons

Please use this document request to upload your proof of German language skills.

Document templates  [not available](#)

Submit electronically  [Upload document](#) 

Upload possible until 20.09.2015

Status ✘ not provided

**II. Click on „Upload document“ to open a pop-up window for an upload.**

**Attention!** Depending on your degree program and entrance semester etc. the deadline for the upload may vary! („Upload possible until ...“ )

## 7. Pop-up for document upload

Teststudi, Erna-Screenshots

Universität Stuttgart  
C@MPUS

### Document upload

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Please use this document request to upload your proof of German language skills.

Current document

Name	Date
<b>No document uploaded</b>	

New document

The following document types are accepted: Portable Document Format (.pdf), Text (.txt). We recommend using PDF format. The maximum file size is 2 MB. In case uploading is not possible now, you can upload this document subsequently (by 20.09.2015 at the latest)

File

If the pop-up window does not open, please deactivate your pop-up blocker!

Choose a file to upload. If there already is an uploaded file, it will be replaced.