

Documents Necessary for Enrollment - Upload in Marvin

After registering in Marvin, select "**Studies offered**" and "**Application**". Then click on "**Request for enrollment**" and follow the steps provided to complete the online enrollment process.

Please note: Temporarily saved documents cannot be processed. Make sure that you have completed the upload of all documents.

- **Proof of Payment - Semester Contribution and Fees**

Please transfer the semester contribution and use your application number and name as a reference. It is important to use only the account information and payment amount provided on our website. **Please note:** An additional charge for foreign bank transfer might apply for your bank. Please include this charge in the transfer amount.

[Information about contributions and fees - Formalities & Fees - Studying - Philipps-Universität Marburg](#)

- **Health Insurance during Your Studies**

A statutory health insurance company must report your insurance status to Philipps-Universität Marburg; you can find detailed information on our website. The digital confirmation of your health insurance can be provided after the enrollment deadline. Until then, your enrollment will remain provisional.

Please note: Students coming from the DSH preparatory course / Studienkolleg must also contact a statutory health insurance company to provide proof of insurance. Please ask your insurance company whether contributions must be paid if you enter Germany later than enrollment or later than start of semester.

[Proof of Health Insurance - Application, Admission & Deadlines - Studying - Philipps-Universität Marburg](#)

- **Certificate of Exmatriculation/Certificate of Enrollment from a German University**

Have you already been enrolled at another university in Germany? If yes, please upload proof of your previous studies, including information on university semesters, subject semesters, and semesters on leave. You can provide this by uploading your last certificate of enrollment and your certificate of de-registration.

- **German Language Certificate**

Have you completed an accepted German language examination and need to prove your results for admission to your study program? Please upload your German language certificate in Marvin.

[Required German Skills - Language Requirements - Studying - Philipps-Universität Marburg](#)

- **Proof of University Degree**

If your university degree certificate is not yet available at the time of enrollment, your admission will be provisional. This means that you must prove that all exams and coursework for your bachelor's degree were completed before start of your study program at Marburg University (deadline for start in winter semester: 30th of September/deadline for start in summer semester: 31st of March). The grading and official entry of your final grade may take place after this date.

As proof of timely completion, please upload a scan of your university degree certificate to your student account under "My Studies" → "Student Service" → "Locking" → "Submit Documents" no later than **July 31st** (when your program started in summer semester) and no later than **January 31st** (when your program started in winter semester).

If you do not meet this condition, your enrollment in the Master's program will be revoked in accordance with § 63 (3) no. 2 Hessian Higher Education Act (HessHG). In this case, all Master's coursework and examinations already completed will become invalid.

If you are unable to complete your undergraduate studies on time through no fault of your own, you must notify us by **March 31st** (when program start was planned for summer semester) or by **September 30th** (when program start was planned for winter semester), providing a detailed explanation and supporting documentation. Submissions received after this date will not be considered.