

## Master degree programme International Diaconic Management Course 7 / 2026 -2028

### Application for admission

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(Please fill in digitally)

#### Personal Information

1. Name (as it appears in the passport, family name in UPPERCASE):		Please attach or upload a current passport photo.
2. Gender:		
3. Date of birth:	Place of birth:	
4. Nationality:		
5. Home postal address:		
6. Religious affiliation/Church denomination (optional):		
7. E-mail of applicant private:		
8. Mobile phone number(s):		
9. Present employer - organisation/institution (optional):	E-Mail of applicant work (optional):	
10. E-Mail of present employer (optional):		

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#### Professional experiences and motivation

##### 11. Educational and academic background

Date	Type of Graduation	Field/Subject(s)	Transcript	Institution

##### 12. Professional background:

Period of time	Profession	Employer/ Organisation	Place	Function (especially in leadership)

##### 13. Special experiences or qualifications (please describe):

##### 14. Present position or work:

##### 15. How long have you been in this position?

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16. Forms of leadership experience:

17. What competences do you already dispose of in theology and/or management?

18. Please explain your motivation for registering in this study program:

19. What are your expectations? What competences do you want to gain through this course?

20. Please also let us know anything you think we should be informed about in connection with your application that is not included in this application or the requested documents:

### General Information

#### How did you hear about the IMADM programme?

Personal/professional connection:

Internet:

Other:

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Study programme fees	
Participation fee	7,140.00 €
Examination fee	1,360.00 €
Quarterly instalments of 1,012.50 € plus 400.00 € after submission of the Master thesis (July 2024/subject to change)	
Additional costs of approximately 24,000.00 € for travel, accommodation and other costs.	

**I hereby certify that the information provided is correct and complete.**

Place, date	Signature
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**Please send your application for admission to the degree programme to:**

Bielefeld Universität, IDWM  
Degree Programme Administration IMADM, Martina Niermeier  
Bethelweg 8, 33617 Bielefeld  
E-mail: [idwm-admissions@uni-bielefeld.de](mailto:idwm-admissions@uni-bielefeld.de).

**The following documents must be enclosed with the application:**

- Proof of all qualified degrees in the form of certificates including meaningful documents of the completed examinations (e.g. diploma supplement with transcript, module descriptions etc. on request), further study certificates, if applicable
- curriculum vitae in tabular form with educational background
- description of your professional career
- proof of leadership experience (e.g. confirmation letter signed and stamped by employer)
- any other certificates, proof of qualifications and references
- proof(s) of required language skills in English:
  - European Language Portfolio (ELP): B2,
  - Test of English as a Foreign Language (TOEFL) 'Internet-based' Test (IBT) with a score of at least 87 points,
  - IELTS test with a score of at least 5.5,
  - Cambridge Test - Certificate in Advanced English (CAE),
  - First Certificate in English (FCE) with a grade of at least B,
  - UNIcert Level II
- thesis proposal up to five pages outlining the research project that will be written as a Master thesis during the degree programme

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### Appendix

#### Excerpt from the examination regulations for the continuing education Master's degree programme in Diaconic Management (MADM) with a Master of Arts degree dated 15 December 2021

##### § 3 Qualification (approval) and admission to the programme, status of participants and contributions

(...)

- (2) Approval for the International Diaconic Management (IMADM) degree programme is granted to those who
- have a first professionally qualifying degree with a standard period of study of at least six semesters (equivalent to 180 CP) at a university within the scope of the Basic Law, which qualifies in the sense of paragraph 3,
  - have at least three years of relevant professional experience (management experience) in the social and health care sector, primarily in the field of diaconia and Caritas, and has knowledge of English at level B2.

- (3) The first professionally qualifying degree is qualified
- if it was completed in the subjects of Social Sciences/Social Pedagogy, Social Work, Economics, Law, Health Sciences or Theology, or
  - if academic achievements from the aforementioned subjects totalling 10 CP or a comparable amount as well as at least five years of management experience within the meaning of paragraph 1b are demonstrated.

Any further knowledge and qualifications acquired can be taken into account if they are intended to compensate for the lack of qualification requirements for the first vocational qualification degree.

(...)

(5) Applicants with a first professionally qualifying degree obtained at a foreign state or state-recognised university may be granted approval, provided that there is no significant difference between the competences acquired with the degree and those of a national first professionally qualifying degree that entitles the applicant to a Master's degree. The following also apply:

- the Convention on the Recognition of Qualifications concerning Higher Education in the European Region of 11 April 1997 (Federal Law Gazette 2007 II p. 712, 713 - so-called Lisbon Convention) and the implementing provisions issued in this regard,
- equivalence agreements between the Federal Republic of Germany and other countries and
- bilateral declarations of the Conference of Ministers of Education and Cultural Affairs/Conference of Rectors of Higher Education Institutions.

(...)

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### Appendix

(6) The application documents must be submitted by the deadline and include:

- a) Proof of the first professionally qualifying and qualified degree in the form of certificates including meaningful documents of the completed examinations (e.g. diploma supplement with transcript, module descriptions etc. on request)
- b) a curriculum vitae in tabular form with educational background;
- c) a description of your professional career;
- d) an indication of the specialisation (cf. § 1 (1)) for which the application is being made;
- e) any other certificates, proof of qualifications and references;
- f) Proof(s) of the required language skills in English;
- g) an outline of up to five pages of a research proposal (project) that is to be worked on during the degree programme with the aim of writing a master's thesis on it.

(7) An application interview is held with the applicants who fulfil the admission requirements. The aim of the application interview is to clarify open questions regarding the approval requirements and, based on the five-page outline of a submitted thesis proposal and the impression gained from the interview, to assess the applicants' individual suitability in order to create a ranking.

(8) If the number of applicants who are granted approval exceeds the number of specified study places (usually 20), the ranking according to paragraph 7 decides who is admitted.

(9) Applicants will be informed of the result of the approval and, if applicable, the admission procedure by means of an electronic notification.

(10) A committee in accordance with Section 19 (4) is responsible for decisions on approval and admission as well as related decisions and assessments (including the creation of a ranking for admission in accordance with Paragraph 7). The committee determines further details of the application procedure and sets the deadline for applications.

(11) Applicants who have received approval and have been admitted in accordance with paragraph 8, if applicable, will be enrolled as continuing education students at Bielefeld University.

(12) Obstacles to enrolment arise from § 50 HG. Enrolment will be refused if the study applicant has definitively failed an examination required by the examination regulations in the chosen degree programme (Section 50 (1) No. 2 HG); this applies accordingly to a degree programme that is significantly related in terms of content. The content of a degree programme is significantly related if the module in which the examination was definitively failed is also part of the Master's degree programme in Diaconic Management in this or a recognisable form within the meaning of Section 21 of the examination regulations of Bielefeld University.

(13) Continuing education students must pay a continuing education fee. The continuing education fee is set by the Chancellor of History, Philosophy and Theology at the suggestion of the Dean of the Faculty of History, Philosophy and Theology.

**Link to study information page**

**IMADM:** <https://ekvv.uni-bielefeld.de/sinfo/publ/variante/307331126>