

MU fee schedule for Master's study programs (GbO-MA)



Version: **GbO-Master**
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valid as of: **Summer term 2025**

1. General regulations

1.1. Students from the EU or Schengen states

For students who are **citizens of a country of the European Union or alternatively of a member state of the Schengen Agreement** at the time the contract is concluded and who can also provide **proof of a current residential address** in this country, 1.2 of this fee schedule does not apply. The classification of which countries are to be regarded as members of the Schengen Agreement is based on the information provided by the Federal Foreign Office (www.auswaertiges-amt.de).

1.2 Students from countries who are not a member of EU or Schengen

1.2.1 Security deposit

Students who are **not citizens** of a European Union country or alternatively a member state of the Schengen Agreement at the time the contract is concluded are required to pay a deposit of **EUR 1,780** before commencing their studies. The deposit is due as soon as the academic admission criteria have been met and a legally valid study contract has been concluded. A deposit payment made will be offset against the tuition fees due in the last semester of study or used to settle any payment incurred by the student.

1.2.2 Admission fee

MU charges a one-off admission fee of **EUR 1,000** to students who are not citizens of a European Union Country or alternatively a member state of the Schengen Agreement at the time the contract is concluded. The admission fee is due as soon as the academic criteria have been met and a legally valid study contract has been concluded. **The admission fee is non-refundable.**

1.3 Payment of tuition fees

Tuition fees are payable monthly in advance and are due at the latest on the 4th calendar day of each month. **If a SEPA direct debit mandate has been issued, MU will debit the following fees:**

- Tuition fees (in the event of a previous return debit note including the accrued amounts due)
- Costs for the Germany semester ticket
- Costs for the contribution to the Cologne Studierendenwerk (only applies to the MU Campus Cologne students) in the amount of EUR 110 per semester (as of the winter term 2024/2025)

1.4 Discount for MU-Alumni

Students who have successfully completed a Bachelor's degree at MU receive an alumni discount of 10 % on the regular tuition fee.

1.5 Discount for payment in advance

Students who pay tuition fees in advance

- receive a discount of 1 % when paying 12 monthly contributions
- receive a discount of 2 % when paying 24 monthly contributions
- receive a discount of 3 % when paying 36 monthly contributions

If the study contract is terminated for any reason before the end of the prepaid period, any overpaid tuition fees will be refunded.

1.6 Tuition fees

Master Classical (full-time)	Students in accordance with No. 1.1.	Students in accordance with No. 1.2.	Master Dual	Students in accordance with No. 1.1.	Students in accordance with No. 1.2.
Standard period of study in semesters	4	4	Standard period of study in semesters	4	4
Standard period of study in months	24	24	Standard period of study in months	24	24
Security deposit	0	1.780 €	Security deposit	0	1.780 €
Recording fee	0	1.000 €	Recording fee	0	1.000 €
monaltic Tuition fee	890 €	890 €	monaltic Tuition fee	890 €	890 €
Tuition fee for the standard period of study (without Deposit/incl. admission fee)	21.360 €	21.360 €	Tuition fee for the standard period of study (without Deposit/incl. admission fee)	21.360 €	21.360 €

1.7 Guest students in Master study programs

Guest students generally pay an administration fee of **EUR 2.670** for each guest semester. In individual cases, an individual agreement deviating from this can be concluded.

2. Administrative Fees

2.1 Excess semester

Requirements for an extra semester:

- All modules have been completed within the standard period of study.
- Submission of bachelor's thesis outside the standard period of study
- If applicable, one or more module examinations have not been completed within the standard period of study.

In these cases, an administrative fee of **EUR 1,068** is charged for each additional semester.

2.2 Extension semester

Requirements for an extension semester:

- **Not all modules** have been completed within the standard period of study.
- Submission of the bachelor's thesis **outside** the standard period of study.
- One or more modules and the corresponding module(s) examinations may be outstanding.

In these cases, the administrative fee of **EUR 2,670** is charged for each additional semester.

2.3 Sabbatical /Semester off

According to § 7 ZgS-Bachelor/Master a student of the MU can apply for a semester of leave. If this application is granted, the administrative fee for a semester of leave is **EUR 534**.

2.4 Method of payment of administration fees

Administrative fees must be paid in advance and are due by the 4th calendar day of the second month of the corresponding additional semester. If a SEPA direct debit mandate has been issued, MU will debit the following fees:

- Administration fees (in the event of a previous return debit note including the accrued amounts due)
- Costs for the Germany semester ticket
- Costs for the contribution to the Cologne Studierendenwerk (currently only for students at Campus Cologne)

3. Miscellaneous

3.1 Germany semester ticket

As part of a solidarity agreement, all students are obliged to pay the respective contribution for the semester ticket for local public transport. The MU only accepts these contributions and forwards them without deductions. The ticket prices are set by the federal and state governments. The contributions must be paid by the beginning of the semester on April 1st, for the summer semester and October 1st for the winter semester.

For the winter semester 2024/2025, the price for the semester ticket is EUR 29,40 per month, which corresponds to **EUR 176.40 pro semester**. If the price for the Germany semester ticket changes, we will inform students promptly.

3.2 Special administrative actions

The initial issue of certificates etc. is free of charge, fees are only charged for additional expenses incurred:

- Duplicate of the bachelor certificate, the certificate or the diploma supplement: **EUR 40**
- Duplicate of the student ID card: **EUR 40**
- Duplicate of a semester ticket (does not apply to the electronic version): **EUR 10**

Berlin, August 15, 2024