Valid for applications for the Winter Semester 2020/21 or later

**Information sheet on Curricular Analysis for the Master in Management**

In accordance with Annexure 2 of the examination and study regulations of the Master’s Program in Management, the assessment commission uses a curricular analysis to assess your eligibility and aptitude.

1. **Registration**

Please fill out the registration form. The link to this form will be provided at the very end of your TUM Online application.

After registration, you will receive an e-mail with your login information.

2. **Entering Courses**

After registration please enter modules/courses, grades and credits (ECTS) according to the Transcript of Records of your undergraduate studies (Bachelor Degree Program) in German or English.
List them according to the following subject groups as you see fit and please enter each subject only once!

1. Fundamental subjects in Engineering (for example Mechanical Engineering, Electrical Engineering, Civil Engineering & Surveying, Architecture)

2. Fundamental subjects in Natural Sciences (for example Natural Sciences, Computer Science, Chemistry, Physics, Mathematics, Nutritional Science, Sports Science or equivalent)

3. Fundamental subjects in Management & Economics (for example Finance, Marketing, Accounting, Macroeconomics)

4. All other subjects

5. Subjects from additional transcripts and/or additional degrees

Please assign all modules/courses that do not fit in one of the above-mentioned subject groups (no. 1-3) to the category no. 4: All other subjects.

If you have already written or are currently writing your bachelor thesis please insert the title of it.

Please note that all compulsory and elective modules must be listed and correctly assigned! Make sure you enter each subject only once. Additional modules that are not part of your study program could be listed under the 5 category Subjects from additional transcripts and/or additional degrees.

Please note that all compulsory and elective modules must be listed and correctly assigned!

Please find an example below:

<table>
<thead>
<tr>
<th>Name of Module from your Core Study</th>
<th>Credits</th>
<th>Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering Mechanics</td>
<td>6</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Please enter the name of the course/module as stated on the transcript (Leistungsnachweis) in German or English.

Please enter the number of credits you have gained for the course as indicated on the transcript.

Please enter your grade as indicated on the transcript. Foreign grades do not need to be transferred into the German grading system.
3. Submission

Before sending the form online, please verify if all your entries are correct and complete.

4. FAQs

Can I also list modules from my master studies or previous study programs? Additional modules that are not part of your main study program but are necessary for a successfully application should be listed in the Curricular Analysis under the fifth category Subjects from additional transcripts and/or additional degrees.

Can I also list modules that I will finish after my application? No, you are only allowed to insert completed courses that are listed in your Transcript of Records.

I did not get a grade for the course, should I list it? Yes, please list all modules of your transcript of records. If you did not get a grade please leave the field blank.

I’m not sure which category my course fits into. What should I do? Please put it into the “all other subjects”, if you are not sure.

Should I convert grades into the German grading system and credits into the ECTS system? No, please enter the classes exactly as they appear on your transcript of records. If any conversions are necessary, they will be done by TUM.

Which language should the courses listed be in? Please enter the classes exactly as they appear on your transcript of records (German or English). In case you are applying with a translated copy of a transcript of records, please use the translated title (German or English).

Can I enter non-numerical grades (such as A, B …)? No, the system in use cannot process non-numerical grades. In this case, please leave the grade field blank, we will use the information in your transcript for reference.

I made a mistake. What should I do? If you have made a mistake please contact admission@wi.tum.de

Please note that this information sheet is not legally binding nor do we guarantee for its correctness and completeness! The only legally binding document is the statute (“FPSO”) in its most current version, available for download here: https://www.wi.tum.de/programs/master-in-management/downloads/