

To-Do Checklist

We have collected all the to-dos we sent you in the last months in this document. Please note this is only meant to be a suggestion and only covers the to-dos that we are aware of. Use the blanks to fill in your specific tasks.

- 1. Confirm via email your study place with KSOP Student Office as soon as possible.
- 2. Download your admission letter from the KIT application portal.
- 3. Apply for enrollment through the application portal.
- 4. Pay your tuition fees and keep the bank receipt.
- 5. Apply for a student visa.
- 6. Let us know when you will have your visa application appointment. If you encounter any difficulties you can [fill in this form](#) and send it to msscapplication@ksop.de .
- 7. Double check the date of your English proficiency test. Please note: The tests are expiring two years after the test date. If your test will expire before enrollment, please plan to retake the test in time.
- 8. If you have translated your documents yourself, you must make an official translation of the documents in question in order to successfully enroll at the KIT.
- 9. Double check you are bringing with you all the originals of the documents required for your enrollment. [You can refer to this list](#) .
- 10. Find accommodation in Karlsruhe.
- 11. Start with your [technical preparation](#) to KSOP.
- 12. Upload your German language proficiency test via email by October 1, 2024.
- 13. Let us know when you plan to arrive to Karlsruhe.
- 14. Register for the [Business Innovation in Optics and Photonics](#) lecture by sending an email to studentoffice@ksop.de (this event is recommended).

