

Online Enrolment in CampInO (Campus Information Online)

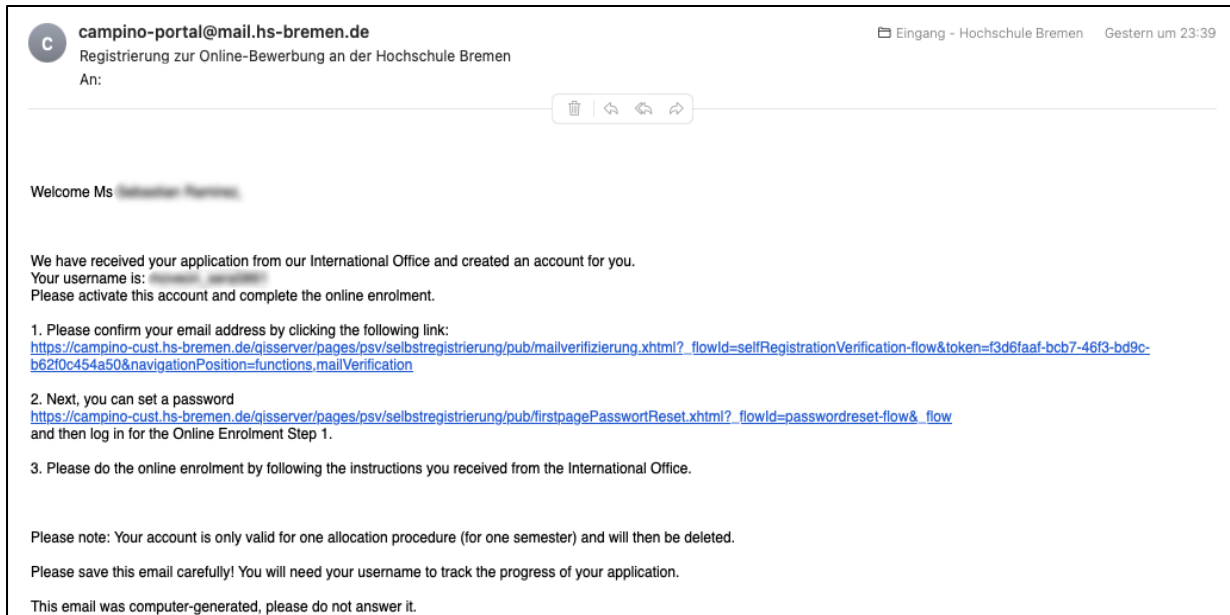
(You will find screenshots of all steps further down in this guide)

- E-Mail named **Registrierung zur Online-Bewerbung an der Hochschule Bremen** with two links received ([Screenshot 1](#)). Please save this e-mail in case you need to remember your username.
- Click on the 1st link within this e-mail.
- CampInO will open. Change language setting to English and make sure the verification was successful ([Screenshot 2](#)). Close the website.
- Click on the 2nd link within the e-mail.
- CampInO page **Request a new password** will open. Fill in your **username** (see e-mail), answer the **security question** and press **New password** ([Screenshot 3](#)).
- CampInO will open a window with a security code. Write down the **security code** ([Screenshot 4](#)). Close the website.
- E-Mail named **Your request for a new password** will be sent to you ([Screenshot 5](#)). Click on the link.
- CampInO page **Set a new password** will open. Fill in the **security code** and **create a new password**. **Confirm the password** and press **finished** ([Screenshot 6](#)).
- Log into [CampInO](#) by filling in your username (see 1st e-mail) and your newly created password in the upper right corner ([Screenshot 7](#)).
- Click on **View my application** ([Screenshot 8](#)).
- A window regarding e-mail notifications will open. Choose **Yes, enable e-mail notification** and click **Save selection** ([Screenshot 9](#)).
- Click **Request for enrolment** within your submitted application ([Screenshot 10](#)).
- Since we have taken most of your data from the application, you can skip almost all of the following pages with **Next**, except for the **Address** and **Your university background** pages.
- Address** page: Choose option **This is my home address** ([Screenshot 11](#)). All fields marked with a * are mandatory.
- Your university background** page: Did you study in Germany before? If yes, fill in the fields ([Screenshot 12](#)). If not, skip with **Next**.
- Skip all other pages with clicking **Next** until you reach the last page **Completion of Enrolment**.
- Finish the application by clicking **Terminate collection of registration data and return to overview** ([Screenshot 13](#)).

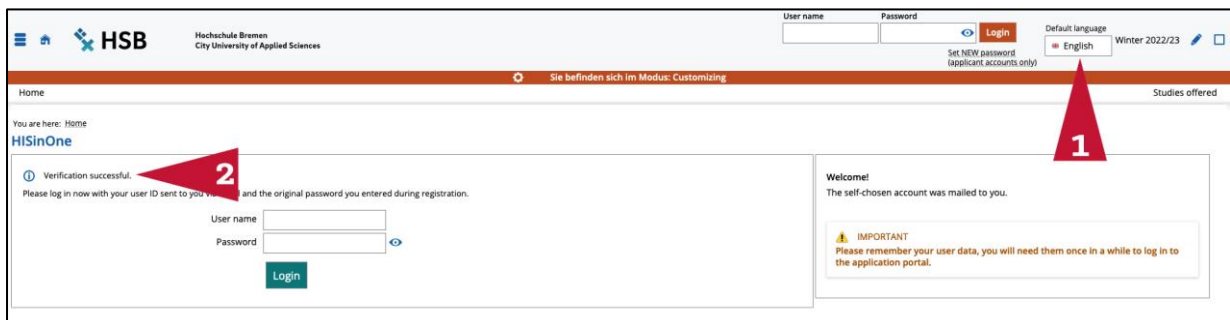
Important: Please download your application for enrolment (pdf) as it contains your applicant number. **You need the applicant number for your payment**. You can also see the applicant number in the upper right corner ([Screenshot 14](#)).

Screenshots

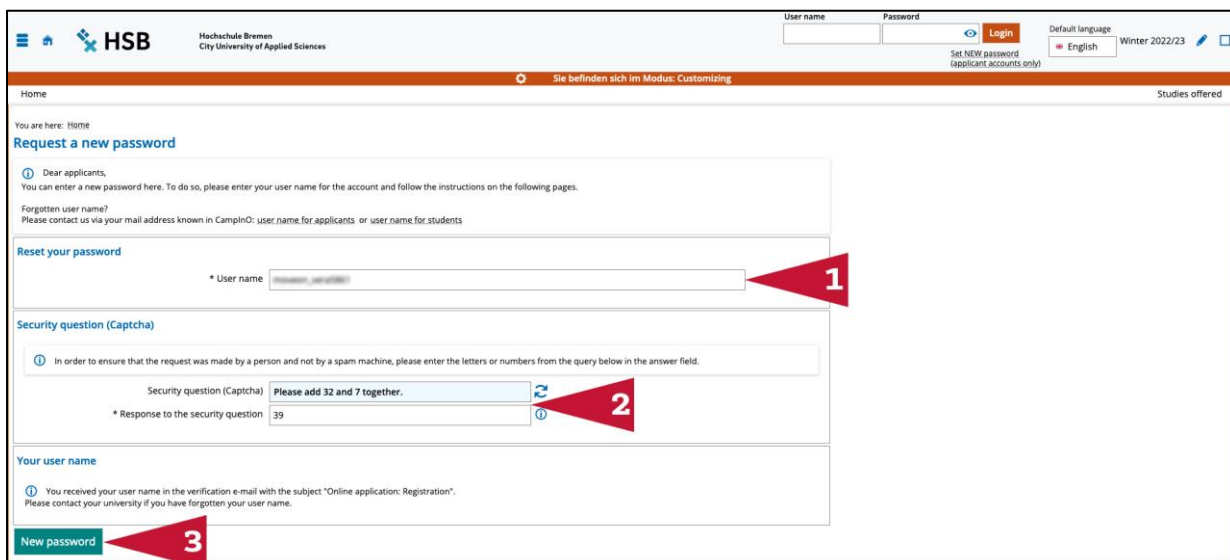
#1 – Necessary e-mail for the mandatory online enrolment



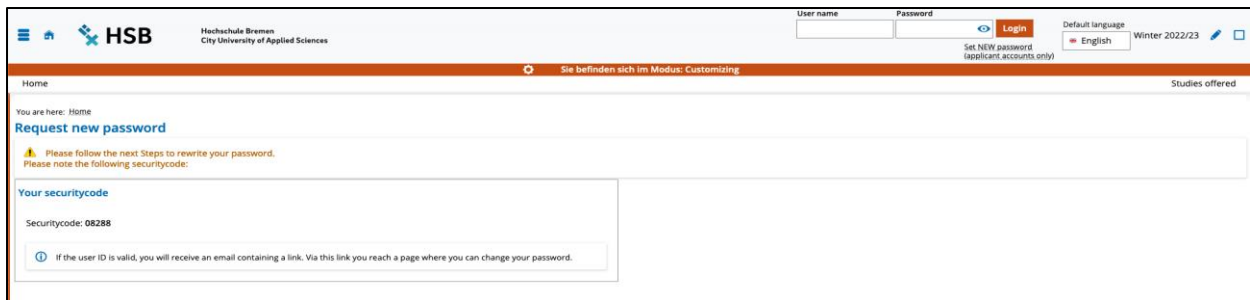
#2 – Change of language setting and successful verification



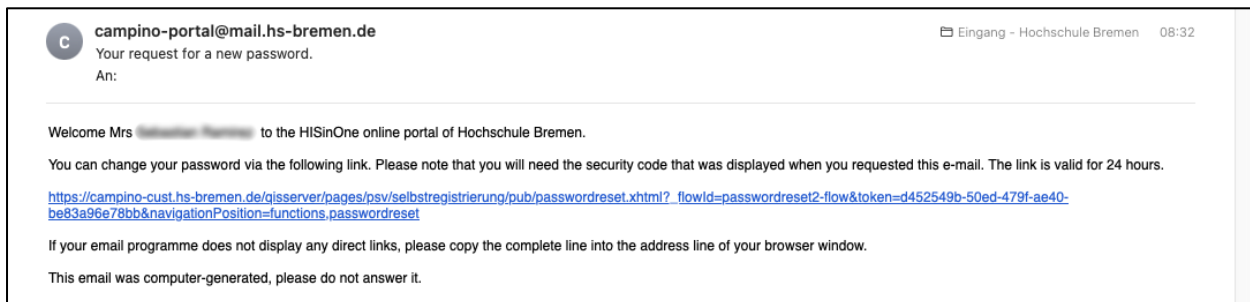
#3 – Request of a new password



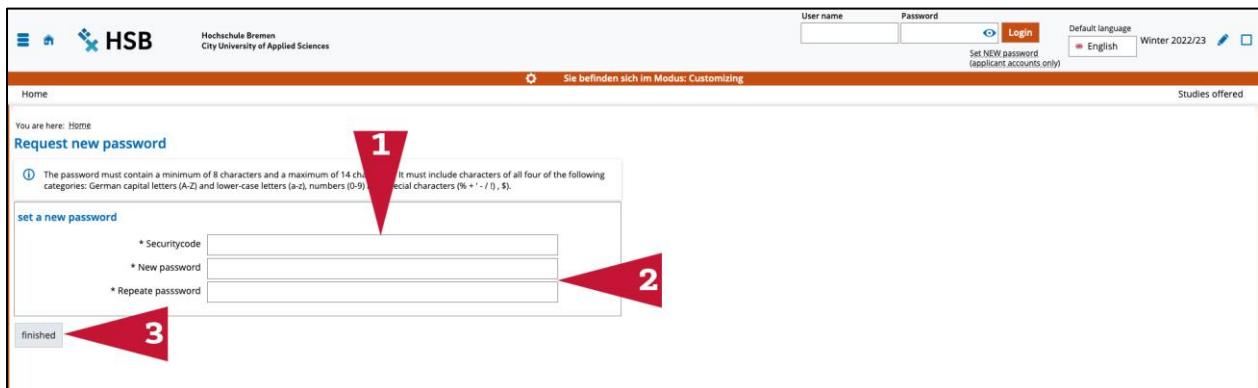
#4 – Security code



#5 – E-mail to set new password



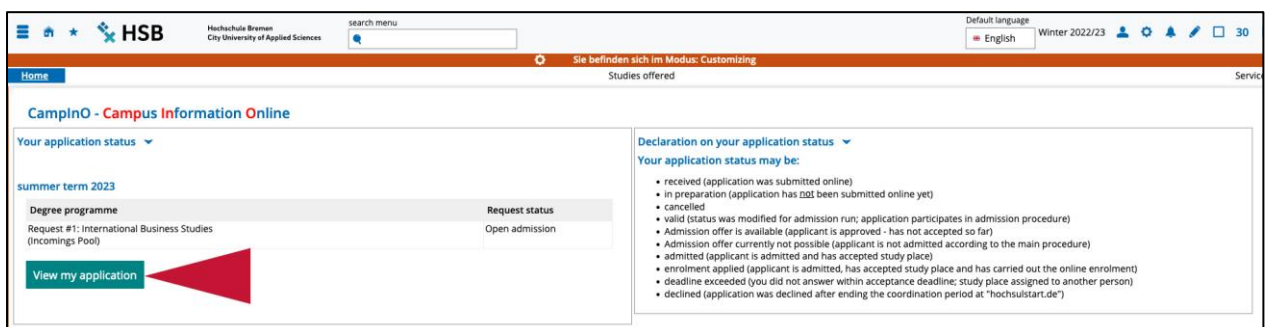
#6 – Set a new password



#7 – Login CampinO



#8 – View your application



#9 – E-mail notifications

HSB Hochschule Bremen City University of Applied Sciences

search menu

Default language: English Winter 2022/23

Sie befinden sich im Modus: Customizing

Home

You are here: Home > Studies offered > Application

Application

Enable e-mail notifications?

Would you like to be informed via email about status changes concerning your application?

Please note: Due to reasons of data protection you can decide whether we should inform you about the changes of your application status by email. In this case, you will receive an email from us if the status of your application has changed (was validly checked, was excluded, was admitted, etc.). However, a secure delivery of notifications by email cannot be guaranteed, therefore emails are to be regarded as purely informative and non-binding. **Communication between applicants and Hochschule Bremen is always via the application portal CampinO.** Please check the status of your applications regularly. Would you like to be informed about changes concerning your application and studies by e-mail?

* Enable e-mail notifications?

Yes, enable e-mail notifications

No, I inform myself independently

Save selection

#10 – Request for enrolment

HSB Hochschule Bremen City University of Applied Sciences

search menu

Default language: English

Sie befinden sich im Modus: Customizing

Home

You are here: Home > Studies offered > Application

Application

Application semester: summer term 2023

Submitted Application

Request #1

International Business Studies (Incomings Pool), Higher Subject-related semester No Admission Restriction Application status: Open admission

Request for enrolment

International Business Studies (Incomings Pool), Higher Subject-related semester

Please complete the online enrolment as soon as possible and send your documents to Hochschule Bremen afterwards. The application for enrolment must be submitted to the Hochschule Bremen with the listed documents at the latest until Mar 15, 2023. Please contact the Registrars Office and Student Affairs if you are enrolled already or applied for enrolment for another subject.

Personal Information

Applicant number: uni-assist / MoveOn:

Ramirez, Sebastian

E-mail notifications enabled

Disable

#11 – Address page

HSB Hochschule Bremen City University of Applied Sciences

search menu

Default language: English

Sie befinden sich im Modus: Customizing

Home

You are here: Home > Studies offered > Application

Address

Please indicate your postal address (the address you regularly receive your mail at). For each address, please also indicate whether it is your home address or semester address. You are welcome to leave a phone number so we can contact you in urgent cases. The fields marked with * must be filled out.

Contact details were taken from an external system. These are blocked for editing.

Postal address

* Postal address

* Address type

This address is my Home address

This address is my Semester address

* Street and house number

Postcode

* City

Address addition (c/o, room number)

* Country

New Address

- Welcome to the applicant website!
- Personal data
- Address
 - University entrance qualification
 - Your university background
 - Stays abroad
 - Home District
 - Professional experience
 - Completion of enrolment

#12 – Previous studies in Germany (fill out only if you have been enrolled at a German university before!)

The screenshot shows the 'Your university background' section of the application form. It includes a navigation menu on the left with options like 'Personal data', 'Address', and 'Your university background'. The main content area has a heading 'Your university background' and a sub-heading 'Data about previous studies in Germany.' Below this, there are several input fields: 'Country', 'Term of first registration', 'Year of first enrolment in Germany', and 'First enrolment at a higher institution in Germany'. There are also checkboxes for 'Previous semesters at German universities (university semester)', 'thereof practical semesters', and 'thereof holiday semesters'. A red arrow points to the 'Year of first enrolment in Germany' field.

#13 – Finish the online enrolment

The screenshot shows the 'Completion of enrolment' section of the application form. It includes a navigation menu on the left. The main content area has a heading 'Completion of enrolment' and a sub-heading 'Your data were registered. By clicking the button "Terminate collection of registration data and return to overview", you will return to the overview site containing your application and registration applications. Here, you may print your application for registration. Please return the application for registration along with the requested documents (both signed!) to us postally. Your request of enrolment will be edited by us after we receive your written confirmation.' Below this, there are three buttons: 'Terminate collection of registration data and return to the overview', 'To overview', and 'Back'. A red arrow points to the 'Terminate collection of registration data and return to the overview' button.

#14 – Application overview and applicant number

The screenshot shows the 'Application overview' page. It includes a navigation menu on the left. The main content area has a heading 'Application' and a sub-heading 'Application semester: summer term 2023'. Below this, there are several sections: 'Requests for enrolment', 'Required documents', and 'Request #1'. The 'Request #1' section contains a table with columns for 'International Business Studies (Incomings Pool), Higher Subject-related semester', 'No Admission Restriction', and 'Application status: request for enrolment submitted'. There are also buttons for 'Print application for enrolment' and 'Withdraw request for enrolment'. A red arrow points to the 'Print application for enrolment' button. On the right side, there is a 'Personal Information' section with a red circle around the 'Applicant number: 123456789' field.

International Business Studies (Incomings Pool), Higher Subject-related semester	No Admission Restriction	Application status: request for enrolment submitted