Status of Your Application

These step-by-step instructions will show you how to check the status of your previous applications.

Please note: Once you have submitted your application, there are generally two additional steps you will need to complete: Accepting the offer of admission and enrolling. Please read the associated instructions for this.

Instructions for Applicants
Instructions for Students
Instructions for Employees

Last updated: 08.09.2022

Downloads
• PDF version of these instructions
• PDF version of Application and enrollment deadlines

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1 Step-by-Step Instructions

1.1 Opening "Applications"...

1.1.1 ...if you are applying to RWTH for the first time

Log onto the RWTHonline homepage (https://online.rwth-aachen.de) under "Login for applicants" using your username and password from the registration process.

Please note: If you have trouble logging in, you can click on the link in the left-hand text block under "Information for applicants" or contact the support team (website: RWTHonline Support).

Open the "Applications" option via the business card/workplace tab.
1.1.2 ...if you are an enrolled student or an employee

Log onto RWTHonline (website: https://online.rwth-aachen.de) by clicking on "Login Access" via RWTH Single Sign-On. Then navigate to the Applications option:

- If you are an enrolled student, click on the "Applications" option on the homepage.
- If you are an employee, click on the "My Applications" option on your business card/workspace.
1.2 Getting an Overview

In this overview you can see all the applications you have submitted to RWTH. Shown among others are:

- (1) the application number of each application
- (2) the submission status of your applications
- (3) your admission status
- (4) whether you have received an offer for a place in the program
- (5) a button you can click to see the status of your application in more detail (see Chapter 1.3)
- (6) a button you can click to see a summary of all the information you provided in your application

The status entry will be one of the following:

- ![ ] not yet submitted
- ![ ] received, not checked yet
- ![ ] checked, but the documents are not acceptable in this form. For details, please refer to the status entry for the respective documents
- ![ ] checked and complete
- ![ ] no document submitted

![My Applications
Applicant number 2-00339661](image)

<table>
<thead>
<tr>
<th>Degree Completed Abroad</th>
<th>Submission of application</th>
<th>Admission</th>
<th>Study place offer</th>
<th>Enrollment</th>
<th>Operations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology</td>
<td>14.12.2021</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor (1-Subject)</td>
<td>10.06.2021</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1.3 Viewing Details

To view the specific details about your applications, click the magnifying glass icon in the "Operations" column on the "My Applications" page.

You now have the option of accessing the following information:

- details about the submission status of your application (1)
- details about the status of the admission procedure (2) and further information on the results of the admission procedure (3)
- details about the offer of a place in an RWTH program (4)
- details about enrollment (5)
2 Summary

1. Open “Applications”
2. Get an overview of your previous applications and their status.
3. Open the detailed view for more information.