

Instructions for Enrollment

After receiving the email notification about the change in your online application status, please log in to the online application portal (<https://cmo.ostfalia.de>) using your login credentials.

1. Print Your Admission Letter

- Click on the “Edit Application” button
- Click on “Inbox” – your admission letter is available there as a PDF file
Please print or save the document.

2. Apply for Online Enrollment

- Click on the “Accept Offer” button
- Click on the “Apply for Enrollment” button
- On the following pages, you must provide additional information to complete the online enrollment process.
- **Important Note:**
Please notify your statutory health insurance provider **immediately** of the university identification number **H0000481** and request that they send us your **electronic insurance status notification (M10 message)** without delay.
Enrollment cannot be completed without this electronic confirmation (M10) from your health insurance provider.

3. Upload Enrollment Documents

- All documents listed on page 2 of your admission letter must now be uploaded via the portal. Your documents will only be reviewed for completeness and accuracy after all required files have been uploaded on time.
If the review is successful, final enrollment will be completed.
- You will then receive an email confirmation of enrollment, which will include further information about the start of your studies, the Ostfalia Card, the Germany Semester Ticket, and how to access your certificate of enrollment and BAföG certificate.