



SPRZ.OVGU.DE THE LANGUAGE CENTRE

Certificate loss / reprints

Should you lose your **language certificate**, the Examination Office can supply you with a reprint. For other certificates issued by the Otto von Guericke University (excluding Mechanical Engineering), you should contact the › Campus Service Centre (<http://www.servicecenter.ovgu.de/en/Examinations.html>)

For administrative services, and related non-administrative services, the Otto von Guericke University levies fees according to the ALLGO LSA and cost tariff (attachment to the ALLGO LSA) in its current form. More information can be found here: The General › Fee Regulations

(http://www.sprz.ovgu.de/sprz_media/Downloads/Sprachen/Allgem_+Gebu%CC%88hrenordg_+OvGU+%28NEU%29-p-298.pdf) of the Otto von Guericke University (excluding Mechanical Engineering) dated 13 May 2011.

Replacement language certificate will be calculated according to research and work load.

The fee should be transferred to the Department of Financial Affairs.

Recipient	Otto-von-Guericke-Universität Magdeburg
Credit Institute	Deutsche Bundesbank Magdeburg
Account Number	81001502
Bank Sort Code	81000000
BIC	MARKDEF 1810
IBAN	DE64 8100 0000 0081 0015 02
Purpose	Titel 11101 - 115100000, Name

Cash Desk opening times:

Mon–Fri	by appointment
Contact	Silke Brandes
Telephone	0391 / 67-12115
Email	› silke.brandes@ovgu.de

The › Examination Office

(<http://www.sprz.ovgu.de/sprz/en/About+us/Structure+and+staff/Examinations+Office.html>) will begin preparing the replacement certificate upon receiving proof of payment.

Contact

Examination Secretary
Oliver Graf-Potter
Office: G40-262

Tel.: +49 (0391) 67 56508

Office hours: Tue 11:00–13:00, Thur 10:00–12:00; 13:00–15:00

✉ sprz-pruefungsamt@ovgu.de

Event information

04.04.2024

English

German - placement test

20.02.2024

For all incoming students of the summer semester 2024:

05.02.2024

DaF Intensive Course levels A1.1, A2.1 and B1.1

20.09.2023

Unlock Your Academic Potential with UNlcert III.1.1 English in Social Sciences

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