

Welcome to Humboldt-University in Berlin! We look forward to receiving your application. This leaflet contains some important information about the application process.

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1 GENERAL INFORMATION - OVERVIEW

1.1 DATES/DEADLINES

The academic year at Humboldt-Universität zu Berlin has two semesters:

Winter semester: 1 October to 31 March
Spring semester: 1 April to 30 September

Lecture periods for the academic year 2018/19 are:

Winter semester: 15 October 2018 – 16 February 2019
Spring semester: 8 April 2019 – 13 July 2019

Semester break: 22 December 2018 – 5 January 2019
Holidays: 19 April, 21 April, 1 May, 30 May, and 10 June 2019

The deadline for applying is 31 May for the following winter semester/30 November for the spring semester. There is an online application form (see below) to be submitted by international students bound to study on the basis of the universities' bilateral agreements.

<http://hu.berlin/incoming-application>

1.2 APPLICATION

Additionally, the following documents need to be uploaded with your application.

1. Nomination letter issued by the partner university
2. Statement concerning motivation / planned projects
3. CV
4. One reference of faculty members in either German or English
5. Previous academic achievements (transcript of records)

1.3 COURSES

Note that you will be enrolled in the HU department which corresponds to your major at your home university. It is not possible to take courses at more than two departments (in addition to the language center, where the courses of German as a foreign language take place). The online course catalogue can be found online at our course and exam registration platform called AGNES:

<https://agnes.hu-berlin.de/>

Many departments offer courses in English. Courses advertised in English in our online catalogue will also be taught in English. You can either find them via the search screen at AGNES or see the link below:

<https://www.international.hu-berlin.de/en/studierende/an-der-hu/courses-taught-in-english>

You can also use AGNES' search engine. If you are only looking for courses taught in English, for example, you can use the search screen and set the *Language of Instruction* (Unterrichtssprache) to English. You can also search by key words, date or name of the professor.

1.4 VISA

Students from the EU and Switzerland and the EEA states Iceland, Liechtenstein, Norway, as well as from Andorra, Australia, Brazil, Canada, El Salvador, Honduras, Israel, Japan, Monaco, New Zealand, San Marino, South Korea and USA may apply for a residency permit once they have arrived in Berlin. The visa service will help with this. Students from other countries in Middle and Latin America have to obtain visas before entering Germany. Please check the following link and consult the German consulates in your home country.

https://www.international.hu-berlin.de/en/studierende/aus-dem-ausland/wegweiser/04/04_01

1.5 HEALTH INSURANCE

Health Care and Third Party Insurance: while studying at a German higher education institution, students need to be insured adequately, either with a recognized insurance company in Germany, or through their home insurance. It is recommended that students purchase a German health plan (about 80€/month) because such a plan will cover all medical needs, including hospitalization. If students chose to waive the German health plan it is likely that doctors/clinics will ask them to pay in advance. Also note that once the German health plan is waived, students will not be eligible to purchase one if they chose to come back to Germany as a student (e.g. for a Master's degree or as a DAAD scholar). Representatives of approved insurance companies will be available during the enrolment period to advise prospective students.

https://www.international.hu-berlin.de/en/studierende/aus-dem-ausland/wegweiser/05/05_01_02

2. FURTHER INFORMATION

2.1 ACCOMMODATION

Students can apply for student housing via MoveOn. Please note that all housing contracts are for the duration of 6 months (March to August and September to February). A shorter renting period is NOT possible. Students will need to transfer a deposit along with their application for housing. Note that spaces are very limited so make sure to apply within the deadline (November 30 for the summer term, May 31 for the winter term), if you need a place in a hall of residence. *NOTE:* Berlin's current housing situation makes it very hard to find an affordable place apart from the students' housing, especially for such a short period of time. If you opt for private accommodation, please be prepared that you run the risk of having to stay at a backpacker's (which can be very full especially over summer) for a while and having to move more than once.

2.2 LANGUAGE CENTER AND GERMAN LANGUAGE COURSES

Students may register for a four-week Intensive German Language Course (in March or in September) for which a tuition fee is charged (400 Euro). *IMPORTANT:* Ticking the *Sprachkurs*-option during the online application will NOT sign you up directly. You will get a separate email with registration instructions. Be sure to follow them.

<https://www.sprachenzentrum.hu-berlin.de/en/svdi-en/svdi-startseite-en>

The Language Center also offers German Courses on all levels throughout the semester for 20 EUR (2h per week) and 40 EUR (4h per week).

2.3 BERLIN PERSPECTIVES

Berlin Perspectives is a supplementary and interdisciplinary study programme for incoming International students at Humboldt-Universität. Geared towards students whose proficiency in German may not allow them to follow the German-speaking curriculum exclusively, the Berlin Perspectives programme offers international students the opportunity to complement their regular studies. It is, however, subject to approval by their host faculty at Humboldt-Universität. The program combines seminars in the Humanities, Arts and Social Sciences taught in English and German with a mandatory German course at our language center. All seminars are pitched at second year level of a Bachelor degree (EQF 5) and will provide students with opportunities to develop key academic skills as well as improve their spoken and written academic German.

Moreover, using the city of Berlin as a focus point, the seminars invite international students to engage academically with key aspects of German history, society and culture. In addition, through several study workshops and language tours, our mentors support Berlin Perspectives students in their study progress and can help with questions regarding study and life in Berlin. Students may enroll for one semester or for the full year, depending on the type of exchange program. Depending on their learning agreement and subject to approval by their host faculty, students may earn up to 20 ECTS points per semester via Berlin Perspectives.

How to participate:

You can apply for the Berlin Perspectives Program 2018/19 under the following link (The application for winter semester 2018 will be available in September 2018)

<https://www.hu-berlin.de/en/institutions/administration/bolognalab/projekte-des-bologna.labs-en/berlin-perspectives/bewerbung/bewerbung>

To give you an idea of their offer, an overview of their current courses can be found here:

<https://www.hu-berlin.de/en/institutions/administration/bolognalab/projekte-des-bologna.labs-en/berlin-perspectives/kursprogramm>

2.4 INTERNATIONAL CLUB 'ORBIS HUMBOLDTIANUS'

The International Club 'Orbis Humboldtianus' offers visiting students a Mentoring Programme, a Visa Service, a Language Exchange, as well as a very diverse Cultural Programme, including city tours, museum visits, concerts, study trips, parties and much more:

<https://www.international.hu-berlin.de/en/studierende/an-der-hu/orbis-infothek>

2.5 HUWISU – Humboldt WINTER- AND SUMMER SCHOOL

During the semester breaks, the university offers an intense program for students from abroad, which gives students the opportunity to explore the university, the city and its inhabitants. The courses of HUWISU are all thematically related to the city of Berlin and will hold ample space for interesting lectures and discussions from this vantage point. Accompanying our seminars and lectures, field trips and guided tours will provide you with the possibility to deepen and apply your knowledge base.

You can apply online at:

<http://huwisu.de/>

2.6 GUIDE FOR INTERNATIONAL STUDENTS

We have put together all the information you need about your studies at HU on the following website:

<https://www.international.hu-berlin.de/en/studierende/aus-dem-ausland/wegweiser>

Take a moment to go through this information if you feel unsure about anything!

3 CONTACT

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