

INFORMATION SHEET ERASMUS+ (KA131)

Name of Institution	Technische Universität Berlin
ERASMUS+ Institution Code	D BERLIN02
President of TU Berlin	Prof. Dr. Geraldine Rauch
Homepage	www.tu-berlin.de

INSTITUTIONAL CONTACT DETAILS

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Contact Person - <u>INCOMING</u> ERASMUS+ Students	Beatrice Vinci Student Mobility - Int SB 22 Phone: +49-30-314-24696 Email: exchange.programmes@tu-berlin.de <u>Walk-in hours:</u> Tue, Thu 9.30 am - 12.30 am and 2 - 4 pm
Contact Persons - <u>OUTGOING</u> ERASMUS+ Students	Janina Horoba (Applications at TU Berlin) Student Mobility - Int SB 21 Phone: +49-30-314-24695 Email: janina.horoba@tu-berlin.de Dilara Ünlüel (Nominations at Partner Universities) Student Mobility - Int SB 23 Phone: +49-30-314-24497 Email: dilara.uenlueel@tu-berlin.de Nicole Schimko & Kira Dellert (Financial Administration) Student Mobility - Int SB 01 Phone: +49-30-314-24694 Email: nicole.schimko@tu-berlin.de & k.dellert@tu-berlin.de
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SEMESTER DETAILS

Academic Calendar 2022/23	<p><u>Winter Semester 2022/2023:</u> October 1, 2022- March 31, 2023</p> <p><u>Lecture Period:</u> October 17, 2022 - February 18, 2023</p>	<p><u>Public Holidays</u></p> <p>October 3, 2022</p> <p>Christmas Break: December 19, 2022 - January 1, 2023</p>
	<p><u>Summer Semester 2023:</u> April 1, 2023 - September 30th, 2023</p> <p><u>Lecture Period:</u> April 17, 2023 - July 22, 2023</p>	<p><u>Public Holidays</u></p> <p>Easter Break: April 7 - 10, 2023</p> <p>March 8, May 1, Ascension Day and Pentecost</p>
Orientation Week	Winter Semester 2022/23:	October 10 - 16, 2022
	Summer Semester 2023:	April 12 - 16, 2023
Examination Period(s)	Winter Semesters:	late February - early March
	Summer Semesters:	late July - early August
Nomination/Application Deadlines	Winter Semesters:	
	<p>Nomination period: April 1 - 30</p> <p>Application deadline: June 1</p>	
Nomination Procedure	Summer Semesters:	
	<p>Nomination deadline: October 1 - 31</p> <p>Application deadline: December 1</p>	
Nomination Procedure	Students have to be nominated by their home universities through our digital nomination/application platform Mobility-Online. Partner universities receive the nomination information via email.	
Application procedure	After students are officially nominated by their home institutions, they will receive detailed information concerning the application process through Mobility-Online. Please note: TU Berlin is not accepting free moving Students!	
Course registration	If not differently mentioned in the course catalogue the attendance of the first class of a course after the start of the lecture period is sufficient. Sometimes it is requested, though, that students sign up for a course via email in advance. We highly recommend contacting the lecturers via email beforehand.	
Website International Office	www.tu-berlin.de/?5179	

COURSE DETAILS

Study Courses	<p>Generally, all courses are open to exchange students. Course attendance in the departments of Architecture and Landscape Planning is limited, though. Additionally, access to courses of the double degree/master program "Innovation Management, Entrepreneurship and Sustainability" (IMES) is restricted.</p>
Course Catalogue & Course Language	<p>Most of the courses (90%) are taught in German but we also offer a number of English taught courses.</p> <p>The course offerings vary from semester to semester but usually courses that are offered during one summer or winter semester will be offered again the next summer or winter semester.</p> <p>The final course list is only available shortly before the semester starts, i.e. in late February/March (summer semesters) and late August/September (winter semesters).</p> <p>- General Course Information - Online Course Catalogue</p>
Short explanation: How to read our study guides	<p>Bachelor programs: BA / B.Sc Master programs: MA / M.Sc SWS = Weekly Contact Hours (1 SWS equals approx. 1,5 ECTS) WS = Winter Semester SS = Summer Semester VL = Lecture UE = Exercise SE = Seminar</p>
German Grading System	<p>1,0 - 1,5 = ECTS grade A (excellent) 1,6 - 2,0 = ECTS grade B (good) 2,1 - 3,0 = ECTS grade C (good/satisfactory) 3,1 - 3,5 = ECTS grade D (satisfactory) 3,6 - 4,0 = ECTS grade E (sufficient) 4,1 - 5,0 = ECTS grade F (failed)</p>
ECTS	<p>For the successful attendance of courses students receive ECTS credits. In few cases these ECTS credits have to be converted from SWS (weekly contact hours) or Leistungspunkten (LP), though.</p>

LANGUAGE DETAILS

Language Requirements	<p>Students who apply for a German taught study course can apply with German proficiency on at least A2.2 level of the CEFR but additionally a certificate on B1 level or higher must be provided before the semester starts.</p> <p>Only special program students, students working on their thesis and students who will attend an English taught course can instead provide an English language certificate on B2 level.</p>
Language Certificates	<p>Certificates have to be issued by certified language institutes.</p>
Pre-semester intensive German Courses	<p>Preceding each semester TU Berlin's ZEMS (Zentraleinrichtung Moderne Sprachen) offers pre-semester German intensive courses. ERASMUS+ students are only allowed to attend these courses from level B1 on and higher!</p> <p>The course fee is €275 for 80 contact hours covering four weeks. Winter semester 2022/23: September 5 - 30, 2022 Summer semester 2023: March 6 - 31, 2023</p>
Housing	<p>The International Office has a very small dormitory room contingent provided by the StudierendenWERK Berlin. Students can apply for one of these rooms but also have to be prepared to look for housing on the free market.</p> <p>Detailed dorm room application information will be provided after the students' acceptance.</p>
Living Expenses	<p>Housing: Between €350-500 Food/Drink: approx. €200 Books: €30 (depending on the field of study) Public transportation: approx. €200 ("Semesterticket") payable once per semester</p> <p>Please note that these figures merely represent a rough estimate.</p>
Health Insurance/other Insurances	<p>Health Insurance Students with a valid European Health Insurance Card (EHIC) do not need an extra insurance. Those without will either have to register with a German statutory health insurance or get private health insurance and apply for a waiver of the statutory health insurance requirement upon arrival in Berlin.</p> <p>Third Party Liability Insurance It is the students' responsibility to acquire an insurance (from home) for personal belongings, accidents and third-party liability while studying in Germany. TU Berlin cannot not cover any losses that may occur.</p>
Student Jobs	<p>It is difficult to find a student job in Berlin, so international students should not base their finances on a student job.</p>
Visa	<p>If necessary the sending and receiving institutions will provide assistance in securing visas for incoming and outbound mobile participants, according to the requirements of the ERASMUS+ Charter for Higher Education</p> <p>www.betreuung-int-stud.tu-berlin.de</p>