

INFORMATION SHEET ERASMUS+ (KA131)

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

INSTITUTIONAL CONTACT DETAILS

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| (Mailing) Address | Technische Universität Berlin Office of International Affairs Student Mobility & International Students Straße des 17. Juni 135 10623 Berlin (Germany) |
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| Email | studentmobility@international.tu-berlin.de |
| Homepage | https://www.tu.berlin/en/go2618/ |
| Head of Section "Student Mobility & International Students" | Uta Kirchner Email: uta.kirchner@tu-berlin.de |
| ERASMUS+ Institutional Coordinator (Bilateral Agreements) | Amelie Krüger Phone: +49-30-314-71429 Email: amelie.krueger@tu-berlin.de |
| Contact Person - INCOMING ERASMUS+ Students | Julia Fluthwedel, Laura Timmermann Phone: +49-30-314-24696 Email: exchange.programmes@tu-berlin.de <u>Walk-in hours:</u> Tue, Thu 9:30 am - 12.30 am |
| Contact Persons - OUTGOING ERASMUS+ Students | Janina Horoba (Applications at TU Berlin) Phone: +49-30-314-24695 Email: janina.horoba@tu-berlin.de Dilara Ünlüel (Nominations at Partner Universities) Phone: +49-30-314-24497 Email: dilara.uenlueel@tu-berlin.de Nicole Schimko, Marie Zschomler, Miriam Woelki (Financial Administration) Phone: +49-30-314-24694 Email: studentmobility@international.tu-berlin.de |
| FAQs | https://www.tu.berlin/en/go15055/ |

SEMESTER DETAILS

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| Academic Calendar 2024/25 | <u>Winter Semester 2024/2025:</u> October 1, 2024 – March 31, 2025 <u>Lecture Period:</u> October 14, 2024 - February 15, 2025 | <u>Public Holidays</u> German Unity Day: October 3, 2024 Christmas Break: December 23, 2024 – January 5, 2025 |
| | <u>Summer Semester 2025:</u> April 1, 2025 – September 30, 2025 <u>Lecture Period:</u> April 14, 2025 – July 19, 2025 | <u>Public Holidays</u> International Women's Day: March 8, 2025 Easter Break: April 18 – 21, 2025 Ascension Day and Pentecost, May 1, 2025 |
| Orientation Week | Winter Semester 2024/25: October 7 – 13, 2024 | |
| | Summer Semester 2025: April 7 – 13, 2025 | |
| Examination Period(s) | Winter Semester: late February – late March | |
| | Summer Semester: late July – early August (in special cases September/October) | |
| Nomination & Application Deadlines | Winter Semester: Nomination period: March 1 – April 30, 2024 Application deadline: June 1, 2024 | |
| | Summer Semester: Nomination period: September 1 - October 31, 2024 Application deadline: December 1, 2024 | |
| 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 once per semester. | |
| Application procedure | After the students' nomination 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 otherwise mentioned in the course catalogue attendance of the first class of a course after the start of the lecture period suffices. Sometimes it is requested, though, that students sign up for a course via platform or email in advance. We highly recommend contacting the lecturers via email beforehand. | |
| Website International Office | https://www.tu.berlin/en/go10007/ | |

COURSE DETAILS

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| Study Courses | <p>Generally, all courses are open to exchange students.</p> <p>Course attendance in the departments of Architecture and Landscape Planning is limited, though.</p> <p>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 (subject to change).</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 semester) and late August/September (winter semester).</p> <ul style="list-style-type: none"> - General Course Information - Online Course Catalogue |
| Short explanation: How to read our study guides | <p>Bachelor programs: BA / B.Sc</p> <p>Master programs: MA / M.Sc</p> <p>SWS = Weekly Contact Hours (1 SWS equals approx. 1,5 ECTS)</p> <p>WS = Winter Semester</p> <p>SS = Summer Semester</p> <p>VL = Lecture UE</p> <p>= Exercise SE = Seminar</p> |
| German Grading System | <p>1,0 - 1,5 = ECTS grade A (excellent)</p> <p>1,6 - 2,0 = ECTS grade B (good)</p> <p>2,1 - 3,0 = ECTS grade C (good/satisfactory)</p> <p>3,1 - 3,5 = ECTS grade D (satisfactory)</p> <p>3,6 - 4,0 = ECTS grade E (sufficient)</p> <p>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

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| 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 study field can instead provide an English language certificate on B2 level.</p> |
| Language Certificates | <p>Certificates have to be issued by certified language institutes.</p> |

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| Pre-semester German intensive 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 €295 for 80 contact hours covering four weeks.</p> <p>Winter semester 2024/25 Course Participant Orientation/placement tests: August 26 - 28, 2024 (online) Course: September 2 - 27, 2024</p> <p>Summer semester 2025 Course Participant Orientation/placement tests: February 24 - 26, 2025 (online) Course: March 3 - 28, 2025</p> |
| Housing | <p>The International Office has a very small dormitory room contingent provided by the StudierendenWERK Berlin. Students can apply but also have to be prepared to look for housing on the free market. Detailed dorm room application information will be provided after the students' acceptance.</p> |
| Living Expenses | <p>Housing: Between €400-600 Food/Drink: approx. €250 Mandatory semester contribution: €240,44 (Public transportation is currently included in the semester contribution). Please note that the figures mentioned in our FAQs merely represent a rough estimate.</p> |
| Health Insurance/other Insurances | <p><u>Health Insurance</u> Exchange students have to register with a German statutory health insurer or get private health insurance and apply for a waiver of the statutory health insurance requirement upon arrival in Berlin.</p> <p><u>Third Party Liability Insurance</u> 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 student visas for inbound and outbound mobility participants, according to the requirements of the ERASMUS+ Charter for Higher Education.</p> |
| Additional Advising | <ul style="list-style-type: none"> - Studying with disabilities and chronic illnesses - Studying with children - Psychological Counseling – Help during difficult times |