



1. General Information	
Name of University:	Humboldt-Universität zu Berlin
Office in charge of student exchange program:	International Office
Mailing address:	Humboldt-Universität zu Berlin, International Office, Unter den Linden 6, 10099 Berlin, Germany
Website for exchange students:	https://www.international.hu-berlin.de/en/studierende/aus-dem-ausland and https://www.international.hu-berlin.de/en/studierende/aus-dem-ausland/wegweiser
Coordinator for <u>incoming students</u> :	Name: Katharina König Title: Student Exchange Coordinator Asia / Australia E-mail: katharina.koenig@uv.hu-berlin.de Phone: +49 30 2093 46728 Fax: +49 30 2093 46702
Coordinator for <u>outgoing students</u> :	Name: Katharina König Title: Student Exchange Coordinator Asia / Australia E-mail: katharina.koenig@uv.hu-berlin.de Phone: +49 30 2093 46728 Fax: +49 30 2093 46702
2. Term Dates for Academic Year 2018-19	
1 st term start and end dates: (including examination period)	Winter Term: October 1 st – end of February, exams in the last two weeks of February, semester break: end of February – March 30 th
2 nd term start and end dates: (including examination period)	Summer Term: April 1 st – end of July, exams in the last two weeks of July, semester break: end of July – September 30 th
3. Admission requirements	
Language requirements German language:	The required level of German language skills is B2-C1 of the Common European Framework of Reference for Languages and can be proven by submitting a certificate of Zentrale Oberstufenprüfung, Kleines oder Großes Deutsches Sprachdiplom, DSH, TestDaF with a respective result. For alternative options on how to provide proof for german language proficiency, please consult our <i>Language Requirements</i> sheet. see attachment
Language requirements English language:	Applicants who plan to participate in no other than courses with English as language of instruction are required to prove their language skills by: TOEFL: minimum 80, IELTS minimum 6.0
Special language and math requirements School of Business and Economics:	For Undergraduate students interested in studying at the School of Business and Economics it is absolutely vital to have a good command of German language (min. score of 61 points in the C-Test or equivalent proof of B1 level). Master students need to be comfortable in English at C1 level or higher. For more detailed information please refer to: https://www.wiwi.hu-berlin.de/de/international/incomings/admission/exchange The courses at the School of Business and Economics have a strong emphasis on imparting rigorous and quantitative methods of economic analysis and management science. Make sure that you possess a strong background in Mathematics! www.wiwi.hu-berlin.de/studium/mathetest



Special language requirements Faculty of Arts and Humanities II – Department of English and American Studies:	Undergraduate students interested in studying at the Department of English and American Studies need to be comfortable in English at B2 level or higher. Graduate students need to be comfortable in English at C1 level or higher.
Degree level:	undergraduate and graduate
Minimum GPA (or academic result in other scales):	No minimum GPA required
Available exchange period:	one term and one year
Available disciplines for exchange students:	All except medicine and law
Disciplines NOT open to exchange students:	Medicine and law
Link of relevant website on course information:	https://agnes.hu-berlin.de/lupo/rds?state=user&type=0&noDBAction=y&init=y
4. Application Deadlines and Procedures	
Application deadline for	1st term admission: for Winter term May 15 th (online application window April 1 st – May 15 th) 2nd term admission: for Summer term November 30 th (online application window October 1 st – November 30 th)
Application procedure:	Nomination of students via e-mail to coordinator, online application by nominated students, shipment of required documents of the nominees via the International Office to Humboldt-Universität zu Berlin or via email to: asien.uv@hu-berlin.de until deadline of respective semester (for a quicker processing of the applicants it is better to send the documents two or three weeks prior to the deadline)
Required documents:	1. Nomination certificate for studies based on an exchange programme issued by the partner university, or by a scholarship provider 2. Learning Agreement (optional, only needed if home university requires learning agreements) 3. Copy of the C-Test result or English language certificate (TOEFL or IELTS) for students taking lectures only in English (please clarify in advance in this case) 4. Statement concerning motivation / planned projects 5. CV 6. One reference of faculty members in either German or English 7. Previous academic achievements in the original (transcript of records)
Link of relevant application website:	http://hu.berlin/incoming-application Exchange students from partner universities may only apply online within the application window, otherwise the option 'University Exchange Programs' does not show up.



5. Cost of Living Expenses per YEAR (in Local Currency)	
On-campus accommodation:	Not available
Off-campus accommodation (if on-campus accommodation is not available for exchange students):	Accommodation in student housing: Halls of residence (<i>Wohnheime</i>) are located in various parts of the city and vary in standard and price from € 250 to €500 per month.
Food / meals:	Students spend approximately € 200 to € 300 per month on food.
Health insurance:	<p>All students are required to provide proof of health insurance coverage when matriculating.</p> <p>Every student on a course up to the 14th semester or up to the age of 30 is entitled to obtain health insurance coverage from one of the recognised mandatory health insurance providers in Germany at a special student rate. The current premium for health and nursing care is around about € 80 per month. Health insurance premiums rise moderately at regular intervals and vary between the different insurance providers.</p> <p>If a student has private health insurance coverage, a German mandatory insurance company may grant exemption from compulsory insurance coverage in Germany.</p> <p>Humboldt-Universität cooperates with recognised mandatory health insurance providers, i.e. AOK, DAK and TK, which maintain special points of contact for students and are normally available when new students are matriculating.</p>
Other administration fees:	<p>Enrolment fees for the winter semester 2018/19: approx. €270.00</p> <p>Enrolment fees for the summer semester 2019: approx. €270.00</p>
Books, course materials, and stationeries:	Approximately € 25.00/ month
Local transportation:	These costs are included in the enrolment fee, covering for the student semester ticket which is integrated into the student ID.
Other personal expenses (including laundry, sundries, etc.):	Approximately € 25.00/ month
6. Scholarship	
Available scholarship for exchange students:	<p>None available directly from Humboldt-Universität zu Berlin, possible scholarships available through the German Academic Exchange Service</p> <p>https://www.daad.de/deutschland/stipendium/en/</p>