



<b>1. General Information</b>	
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:	<a href="https://www.international.hu-berlin.de/en/studierende/aus-dem-ausland">https://www.international.hu-berlin.de/en/studierende/aus-dem-ausland</a> and <a href="https://www.international.hu-berlin.de/en/studierende/aus-dem-ausland/wegweiser">https://www.international.hu-berlin.de/en/studierende/aus-dem-ausland/wegweiser</a>
Coordinator for <u>incoming students</u> :	Name: Katharina König Title: Student Exchange Coordinator Asia / Australia E-mail: <a href="mailto:katharina.koenig@uv.hu-berlin.de">katharina.koenig@uv.hu-berlin.de</a> 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: <a href="mailto:katharina.koenig@uv.hu-berlin.de">katharina.koenig@uv.hu-berlin.de</a> Phone: +49 30 2093 46728 Fax: +49 30 2093 46702
<b>2. Term Dates for Academic Year 2018-19</b>	
1 <sup>st</sup> term start and end dates: (including examination period)	Winter Term: October 1 <sup>st</sup> – end of February, exams in the last two weeks of February, semester break: end of February – March 30 <sup>th</sup>
2 <sup>nd</sup> term start and end dates: (including examination period)	Summer Term: April 1 <sup>st</sup> – end of July, exams in the last two weeks of July, semester break: end of July – September 30 <sup>th</sup>
<b>3. Admission requirements</b>	
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 Goethe-Zertifikat B2 or C1, 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. <b>See attachment</b>
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: <a href="https://www.wiwi.hu-berlin.de/de/international/incomings/admission/exchange">https://www.wiwi.hu-berlin.de/de/international/incomings/admission/exchange</a> 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! <a href="http://www.wiwi.hu-berlin.de/studium/mathetest">www.wiwi.hu-berlin.de/studium/mathetest</a>
Special language requirements Faculty of Arts and Humanities II –	Undergraduate students interested in studying at the Department of English and American Studies need to be comfortable in English at



Department of English and American Studies:	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 <b>NOT</b> open to exchange students:	Medicine and law
Link of relevant website on course information:	<a href="https://agnes.hu-berlin.de/lupo/rds?state=user&amp;type=0&amp;noDBAction=y&amp;init=y">https://agnes.hu-berlin.de/lupo/rds?state=user&amp;type=0&amp;noDBAction=y&amp;init=y</a>

**4. Application Deadlines and Procedures**

Application deadline for	<b>1<sup>st</sup> term</b> admission: for Winter term May 15 <sup>th</sup> (online application window April 1 <sup>st</sup> – May 15 <sup>th</sup> ) <b>2<sup>nd</sup> term</b> admission: for Summer term November 30 <sup>th</sup> (online application window October 1 <sup>st</sup> – November 30 <sup>th</sup> )
Application procedure:	Nomination of students via e-mail to coordinator, online application by nominated students and upload of the required documents.
Required documents:	<ol style="list-style-type: none"> <li>1. German language certificate (Certificate of Goethe-Zertifikat B2 or C1, DSH, TestDaF) with a respective result, (alternatively German online C-Test) or English language certificate (TOEFL or IELTS) for non-native English speaking students taking lectures only in English (please clarify in advance in this case)</li> <li>2. Statement concerning motivation / planned projects</li> <li>3. CV</li> <li>4. One reference of faculty members in either German or English (Letter of Recommendation)</li> <li>5. Previous academic achievements in the original (transcript of records)</li> <li>6. Learning Agreement (<b>optional, only needed if home university requires learning agreements</b>)</li> </ol>
Link of relevant application website:	<a href="https://huberlin.moveon4.de/form/59bbe71f84fb9647434c7eb9/eng">https://huberlin.moveon4.de/form/59bbe71f84fb9647434c7eb9/eng</a> 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:	All students are required to provide proof of health insurance coverage when matriculating. Every student on a course up to the 14th semester or up to the age



	<p>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 <b>winter semester 2018/19</b>: approx. €270.00</p> <p>Enrolment fees for the <b>summer semester 2019</b>: 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
<b>6. Scholarship</b>	
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><a href="https://www.daad.de/deutschland/stipendium/en/">https://www.daad.de/deutschland/stipendium/en/</a></p>