

## INFORMATION SHEET ERASMUS+ (KA131)

Name of Institution	Technische Universität Berlin
ERASMUS+ Institution Code	D BERLIN02
President of TU Berlin	Prof. Dr. Geraldine Rauch
Homepage	<a href="http://www.tu.berlin/en/">www.tu.berlin/en/</a>

### INSTITUTIONAL CONTACT DETAILS

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Contact Persons - <u>OUTGOING</u> ERASMUS+ Students	<b>Janina Horoba</b> (Applications at TU Berlin) Phone: +49-30-314-24695 Email: <a href="mailto:janina.horoba@tu-berlin.de">janina.horoba@tu-berlin.de</a>  <b>Dilara Ünlüel</b> (Nominations at Partner Institutions) Phone: +49-30-314-24497 Email: <a href="mailto:dilara.uenlueel@tu-berlin.de">dilara.uenlueel@tu-berlin.de</a>  <b>Nicole Schimko, Kira Dellert, Marie Zschomler</b> (Financial Administration) Phone: +49-30-314-24694 Email: <a href="mailto:nicole.schimko@tu-berlin.de">nicole.schimko@tu-berlin.de</a> , <a href="mailto:studentmobility@international.tu-berlin.de">studentmobility@international.tu-berlin.de</a>
FAQs	<a href="http://www.tu.berlin/en/go15055/">www.tu.berlin/en/go15055/</a>

## SEMESTER DETAILS

Academic Calendar 2023/24	<p><b><u>Winter Semester 2023/2024:</u></b> October 1, 2023 - March 31, 2024</p> <p><b><u>Lecture Period:</u></b> October 16, 2023 - February 17, 2024</p>	<p><b><u>Public Holidays</u></b> October 3, 2023 Christmas Break: December 23, 2023 - January 6, 2024</p>
	<p><b><u>Summer Semester 2024:</u></b> April 1, 2024 - September 30, 2024</p> <p><b><u>Lecture Period:</u></b> April 15, 2024 - July 20, 2024</p>	<p><b><u>Public Holidays</u></b> Easter Break: March 28 - April 1, 2024 March 8, May 1, Ascension Day and Pentecost</p>
Orientation Week	<b>Winter Semester 2023/24:</b>	October 9 - 15, 2023
	<b>Summer Semester 2024:</b>	April 8 - 14, 2024
Examination Period(s)	<b>Winter Semester:</b>	late February - late March
	<b>Summer Semester:</b>	late July - early August (in special cases September/October)
Nomination/Application Deadlines	<b>Winter Semester:</b>	
	<p><b>Nomination period:</b> March 1 - April 30, 2023</p> <p><b>Application deadline:</b> June 1, 2023</p>	
Nomination/Application Deadlines	<b>Summer Semester:</b>	
	<p><b>Nomination period:</b> September 1 - October 31, 2023</p> <p><b>Application deadline:</b> December 1, 2023</p>	
Nomination Procedure	Students have to be nominated by their home institution through our digital nomination/application platform Mobility-Online. Partner institutions receive the nomination information via email once per semester, <a href="http://www.tu.berlin/en/go229981/">www.tu.berlin/en/go229981/</a>	
Application procedure	After the students' nomination they will receive detailed information concerning the <a href="#">application process</a> 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	<a href="http://www.tu.berlin/en/go10007/">www.tu.berlin/en/go10007/</a>	

## COURSE DETAILS

<b>Study Courses</b>	<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>
<b>Course Catalogue &amp; Course Language</b>	<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"> <li>- <a href="#">General Course Information</a></li> <li>- <a href="#">Online Course Catalogue</a></li> </ul>
<b>Short explanation: How to read our study guides</b>	<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>
<b>German Grading System</b>	<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>
<b>ECTS</b>	<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

<p><b>Language Requirements</b></p>	<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>
<p><b>Language Certificates</b></p>	<p>Certificates have to be issued by certified language institutes.</p>
<p><b>Pre-semester German intensive Courses</b></p>	<p>Preceding each semester TU Berlin's <a href="#">ZEMS</a> (Zentraleinrichtung Moderne Sprachen) offers <a href="#">pre-semester German intensive courses</a>. ERASMUS+ students are only allowed to attend these courses from level B1 on and higher!</p> <p>The course fee is <b>€295</b> for <b>80</b> contact hours covering four weeks.</p> <p><b>Winter semester 2023/24:</b>          Course Participant Orientation - August 30, 2023          Placement tests/course - September 1 - 29, 2023</p> <p><b>Summer semester 2024:</b>          Course Participant orientation - February 26, 2023          Placement tests/course - February 27 - March 28, 2024</p>
<p><b>Housing</b></p>	<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 <a href="#">dorm room application information</a> will be provided after the students' acceptance.</p>
<p><b>Living Expenses</b></p>	<p>Housing: Between <b>€400-600</b>          Food/Drink: approx. <b>€250</b></p> <p>Books: €30 (depending on the field of study)</p> <p>Public transportation("Semesterticket") is included in the semester contribution of about <b>€260</b> payable once per semester.</p> <p>Please note that the figures mentioned in our <a href="#">FAQs</a> merely represent a rough estimate.</p>
<p><b>Health Insurance/other Insurances</b></p>	<p><a href="#">Health Insurance</a>          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><b>Third Party Liability Insurance</b>          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>
<p><b>Student Jobs</b></p>	<p>It is difficult to find a <a href="#">student job</a> in Berlin, so international students should not base their finances on a student job.</p>
<p><b>Visa</b></p>	<p>If necessary the sending and receiving institutions will provide assistance in securing <a href="#">student visas</a> for inbound and outbound mobility participants, according to the requirements of the ERASMUS+ Charter for Higher Education</p>