Hochschule für
Wirtschaft und Recht Berlin
Berlin School of Economics and Law

International Office

Fact Sheet for Exchange Students and Partner Institutions

General Information

The Hochschule für Wirtschaft und Recht Berlin (HWR Berlin) has exchange agreements with universities across the globe and welcomes a large number of exchange students to campus every year.

We are delighted that you are interested in joining us here at the HWR Berlin — below you will find further information for potential exchange students.

You can also visit www.hwr-berlin.de/exchange where you will find answers to many of your questions.

ERASMUS Code

D BERLIN06

Studying at the HWR Berlin

Berlin, Germany's capital city, is renowned for its wide range of attractions, flourishing cultural scene and a way of life that's both fast-paced and relaxed. It is a city of contrasts; home to both the old and new, making it a unique and exciting place to study.

Summer Semester

- Nomination period for partner universities Overseas/ERASMUS 15 August – 15 October
- Application period for exchange students Overseas/ERASMUS 15 September – 31 October

Winter Semester

- Nomination period for partner universities Overseas/ERASMUS 1 March – 15 April
- Application period for exchange students Overseas/ERASMUS 1 April – 31 May

Application and Registration Process

After you have been nominated by your home institution, you will receive an email with a registration link for our Mobility Online platform. As part of your application we ask that you upload the following documents:

Campus Schöneberg

- Transcript of records (mandatory)
- English certificate B2 (mandatory)
- Learning agreement (mandatory)
- Passport photograph (optional)
- Copy of EHIC card (Erasmus students only)

Campus Lichtenberg

- Transcript of records (mandatory)
- Passport photograph (optional)
- Copy of EHIC card (Erasmus students only)

Photo 1: Klaus Lange, Berlin

Orientation Period and Intensive German Language Course

The orientation period in March for the summer semester and September for the winter semester includes our welcome days, various information sessions, a wide range of activities and a preparatory German language course for all incoming exchange students. **Attendance is highly recommended** but not mandatory.

Upon successful completion of the **intensive German language course** students will receive 3 ECTS credits. Regular German courses are also offered during the semester. Before students arrive in Berlin they can sign up for the **buddy programme** to apply for a HWR Berlin student (buddy) who will assist them upon arrival and during their entire stay in Berlin.

Choose your courses

At **Campus Schöneberg** students can choose from a wide variety of courses taught in English from the Business Administration, Economics and International Business Management undergraduate study programmes.

At **Campus Lichtenberg** students are offered a selection of courses taught in English from the undergraduate study programmes in Law, Public Management and Security Management amounting to approx. 30 ECTS (for further information regarding exchanges at Campus Lichtenberg contact cathrine.caspari@hwr-berlin.de).

Please note that some of the courses require specific prior knowledge.

Please also note that Erasmus students can only study courses in English for up to two semesters. Aside from the English stream, German is the main language of instruction. Level B2 in either English or German is required to study at HWR Berlin.

Semester Contribution

Exchange students do not have to pay tuition fees, however to enroll at the HWR Berlin **all students** have to pay an administrative charge for their "semester ticket/student ID" (approx. € 250–325). This ticket is mandatory for all students and includes unlimited use of Berlin's public transportation system.

Health Insurance

Unlimited health insurance coverage is required for enrollment at a German university.

- For European students: You are covered via your **European Insurance Card (EHIC)**, which you should carry with you at all times.
- For non-EU students: We strongly recommend signing a student contract with a **German health insurance** provider after arriving in Berlin.
  - Cost: approx. € 140/month. Validity: starting 1 October for the winter semester and 1 April for the summer semester.
  - Please make sure you have personal travel insurance from your home country to bridge the period until the German health insurance becomes effective.

Accommodation

The **Studierendenwerk Berlin** and **Studentendorf Schlachtensee** offer a limited number of places in student dorms for about € 395–585 a month. If you are interested in applying for this accommodation, **please tick the appropriate box in your online application form**.

Please note that we are unable to offer housing to all of our prospective exchange students due to limited capacity!

Visa (for Non-EU students)

Depending on your nationality, you may or may not require a visa to study in Germany. Please contact the German embassy/consulate in your home country or enquire at the **Foreigner's Registration Office** or the **German Academic Exchange Service** for further information regarding residency rules upon your arrival.

Cost Overview

This table gives you an idea of the costs you can expect. Please note that the figures below are rough estimates.

	Per month	Per semester (6 months)
Semester contribution		~ € 250–325
German public health insurance	~ € 140	~ € 840
Visa/residence permit (if applicable) for first-time applicants		~ € 100
Accommodation (not student dormitory)	~ € 500–1000	~ € 3000–6000
General living expenses in Berlin (food, social activities etc.)	~ € 450	~ € 2700
Total	**~ € 1090–1590**	**~ € 6890–9965**

Our Campuses and Your Contacts

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Online Resources

- Discover the HWR Berlin's international spirit (www.youtube.com)
- Find the answers to all your questions about an exchange at the HWR Berlin.
  www.hwr-berlin.de/exchange
- Follow the HWR Berlin!
  - Hochschule für Wirtschaft und Recht Berlin
  - officialHWRBerlin
  - officialHWRBerlin
  - HWR_Berlin

Photo 2: Dagmar Schwelle

Photo 4: Clemens Porikys

Photo 3: Klaus Lange, Berlin

Photo 5: Christoph Eckelt