



## INFORMATION SHEET ERASMUS +

Name of Institution	Technische Universität Berlin	
ERASMUS Institution Code	D BERLIN 02	
Principal's Name	Professor Dr. Christian Thomsen	
Homepage	<a href="http://www.tu-berlin.de">www.tu-berlin.de</a>	
<b>INSTITUTIONAL CONTACT DETAILS</b>		
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FAQ	<a href="http://www.auslandsamt.tu-berlin.de/international-office/betreuung_internationaler_austauschstudierender/faq_internationaler_austauschstudierenden/">www.auslandsamt.tu-berlin.de/international-office/betreuung_internationaler_austauschstudierender/faq_internationaler_austauschstudierenden/</a>	
Academic calendar	Winter Semester 2016/2017: 1 <sup>st</sup> of October - 31 <sup>st</sup> of March, <u>Lecture Period:</u> from 17 <sup>th</sup> of October 2016 , to 18 <sup>th</sup> of February 2017	Christmas Break: from 19 <sup>th</sup> December 2016 to 2 <sup>nd</sup> January 2017
Academic calendar	Summer Semester 2017: 1 <sup>st</sup> of April - 30 <sup>th</sup> of September <u>Lecture Period:</u> from 18 <sup>th</sup> of April 2017 to 22 <sup>nd</sup> of July 2017	Public Holidays: 1 <sup>st</sup> May, Ascension Day and Pentecost



Orientation Session	<p>Winter term: “Early Bird” session: 7<sup>th</sup> of September 2016  Mandatory introduction session: 5<sup>th</sup> of October 2016  Summer term: “Early Bird” session: 8<sup>th</sup> of March 2017  Mandatory introduction session: 5<sup>th</sup> of April 2017</p>
Examination Period(s)	<p>Winter term: End of February/ Beginning of March  Summer term: End of July-Beginning of August</p>
Nomination/Application <u>deadlines</u> for admission	<p>Winter term - Nomination deadline : 30<sup>th</sup> of April - Application deadline : 1<sup>st</sup> of June  Summer term - Nomination deadline : 31<sup>st</sup> of October - Application deadline : 1<sup>st</sup> of June  Please note: TU Berlin is not accepting free moving Students.</p>
Course registration	<p>Variable (depending on the department). Students register upon arrival.</p>
Application forms	<p><u>Our</u> application forms are supposed to be filled in by computer and to be sent in a printed version to our office.  After students are officially nominated they will receive an email, concerning the necessary information on the application procedure.</p>
Website of the International Office	<p>International Office:  <a href="http://www.auslandsamt.tu-berlin.de/international-office/betreuung_internationaler_austauschstudierender/parameter/en/">http://www.auslandsamt.tu-berlin.de/international-office/betreuung_internationaler_austauschstudierender/parameter/en/</a>  FAQ: TU Berlin Website: quick access 7857</p>
Study Courses open to exchange students	<p>There are restrictions on courses of the Faculty of Architecture and Landscape Planning.</p>
Course Catalogue and Course Language	<p>Most of the courses (90%) are being taught in German, but we also offer a growing number of courses being held in English. However, the course selection varies from semester to semester.  Online course catalogue (in German):  <a href="http://www.tu-berlin.de/lsf/">http://www.tu-berlin.de/lsf/</a>  English courses:  TU Berlin Website: quick access 8254  The final course list for the semester is usually online in late February/March (summer semester) and August/September (winter semester).</p>
Short explanation: how to read our study guides	<p>Bachelor programmes: BA/BSc  Master’s programmes: MA/MSc  SWS - Semester Weekly Hours (1 SWS equals approx. 1,5 ECTS)  WS - Winter Semester  SS - Summer Semester  VL - Lecture  UE - Exercise  SE - Seminar</p>
Explanation grading system	<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>



ECTS available	Yes, though sometime converted from SWS (Semester Weekly hours) or LP (effort points).
Language requirements	<u>Proficiency in German at least on level A2 of CEFR</u>
Language certificate required	We require from all applicants an official language certificate for German - not older than three years.
Preparatory language courses for incoming students	Pre-semester German intensive language courses at ZEMS (Zentraleinrichtung Moderne Sprachen, Hardenbergstr 16-18, 10623 Berlin) - from level B1 and higher - <u>admission through a test</u> . They are usually taking place 5 weeks before the semester starts. The course fee is 255 Euro for a four weeks course  ZEMS-Website: <a href="http://www.zems.tu-berlin.de">www.zems.tu-berlin.de</a>
Housing assistance	The International Office can only offer a very restricted number of rooms in dormitories. More information will be provided after the acceptance.
Living Expenses estimated per month	Housing: Between 250-450 Euros Food and Drink: Around 200 Euros Books: 30 Euro (depending on the field of study) Public transportation: approximately 245-250 Euros ("Semesterticket") for the entire semester  Please note that these figures can merely represent a rough estimate. A lot depends on your personal lifestyle.
Health insurance/other insurances	<u>Health Insurance</u>  Students with a valid European Health Insurance Card (EHIC) do not need an extra insurance. Those without will need to either be registered with a German health insurance company or need to check if their own private insurance is sufficient upon arrival in Berlin.  <u>Third Party Liability Insurance</u>  It is the responsibility of the student to take out insurance (from home) for your personal belongings, accidents and third party liability while studying in Germany. TU Berlin does not cover any losses that may occur.
Additional fees to pay	If staying in a dormitory, students are required to pay a deposit of one and half months' rent.
Student jobs available/allowed	It is difficult to find a student job in Berlin and foreign students cannot base their economy on the chance of getting a job.
VISA	The sending and receiving institutions will provide assistance, when required in securing visas for incoming and outbound mobile participants, according to the requirements of the ERASMUS Charter for Higher Education  <a href="http://www.betreuung-int-stud.tu-berlin.de">www.betreuung-int-stud.tu-berlin.de</a>