

Info Sheet for Exchange Students and Partner Universities

On October 1st, 2019, SRH Hochschule Berlin, Hochschule der Populären Künste and design akademie berlin merged to the new SRH Berlin University of Applied Sciences. We now have four Schools in Berlin, one in Dresden and a campus in Hamburg. Currently, the Berlin campuses are in three different locations, but we expect to move to one campus in 2023. We continue to welcome students from our partner institutions.

Address	SRH Berlin University of Applied Sciences, Ernst-Reuter-Platz 10, 10587 Berlin, Germany
Schools in Berlin, Dresden and Hamburg	<p>Berlin School of Management (BSM) & Berlin School of Technology (BST), Ernst-Reuter-Platz 10, 10587 Berlin</p> <p>Berlin School of Popular Arts (SoPA), Potsdamer Str. 188, 10783 Berlin</p> <p>Berlin School of Design and Communication (BSDC), Prinzenstraße 84.1, 10969 Berlin</p> <p>Dresden School of Management (DSM), Georgenstraße 7, 01097 Dresden Campus Hamburg, Esplanade 6, 20354 Hamburg</p>
Number of Students	ca. 2.500
Form	Private, non-for profit
Erasmus Code	D BERLIN21 (SRH Hochschulen Berlin GmbH)
Semester dates	<p>Winter semester: mid-October to March</p> <p>Summer semester: mid-April to August</p> <p>A detailed academic calendar can be found on our website.</p> <ul style="list-style-type: none"> • Didactic concept: Most of our modules are taught in blocks of five weeks; we have three blocks per semester plus one intensive block of three weeks. Some modules consist of two or three courses, and ECTS can only be given if the full module has been completed. • Language courses: They start in the second course week and are ongoing; courses like statistics and math's are not organized in blocks either.

<p>Orientation Days</p>	<p>Orientation days for new students are organized at all campuses but may also be digital. The period is included in the Academic Calendar and usually starts the week before the lecture period begins. Please make sure to attend as you will be given loads of helpful information.</p> <p>A detailed schedule will be sent to you by Student Services, and you will see the schedule in your CampusNet account.</p>
<p>Nomination</p>	<p>Kindly nominate your students by sending an Email to internationaloffice.hsbe@srh.de and completing the Form link.</p> <ul style="list-style-type: none"> • Summer Semester: 15.10. • Winter Semester: 15.05. <p>Students who were nominated by their home universities to SRH will be contacted by our International Office with an information package and the link to the application form.</p>
<p>Application for Exchange Students and Freemover</p>	<p>Nominated students apply as "Exchange students" via the portal for exchange students either for Berlin, Dresden or Hamburg. Please be aware that our DreamApply portal is only for degree-seeking students (including double degree students).</p> <p>Please submit applications by the following deadlines:</p> <p>Summer semester: 31.10.</p> <p>Winter semester: 31.05.</p> <p>Further information will be provided directly to the nominated students via email approx. two weeks before the application deadline.</p> <ul style="list-style-type: none"> • For BSDC: Additional documents or files like music samples may need to be submitted for the application, depending on the course of study. This can be a portfolio, a film clip or similar. • For SoPA: To apply for a place in B.A. Popular Music or B.A. Music Production, please hand in either two videos, two songs, or one of each.

Application for Double Degree Students	Nominated double degree students apply as regular students for "M.A. International Management" via Dream Apply!
Fees and tuition fees	<p>Exchange students are exempt from the regular tuition fees. Students from partner institutions, who cannot be granted an exchange place by their home university, can apply as Study Abroad students, and get a 25% discount on the regular tuition fee per semester.</p> <p>However, please be prepared to pay the Semester ticket (see below), a public transport ticket for six months. This ticket is mandatory for all students matriculated at universities in Berlin, Dresden, or Hamburg for the local public transport. Please see further information on the ticket below.</p> <p>If you choose to participate in a language course, the course will be free of charge, but it should be on your Learning Agreement. If it is not on your Learning Agreement you must inform, and you will get a separate certificate.</p> <p>Please pay your fees via transaction and pick it up at the Reception in Ernst-Reuter-Platz. For further information please contact: studentservice.hsbe@srh.de</p>
Languages of Instruction	German and/or English, depending on the program.
Language Skills	<p>Please hand in via Portal sufficient language proof for the language you want to study in, thus either English or German. If you are a German or English native speaker, you do not need to prove that.</p> <ul style="list-style-type: none"> • Minimum Language Skills: B2.2 (C1 or higher strongly recommended) Either one of the following proofs may be accepted: • Language tests like IELTS academic, TOEFL, Cambridge Certificate, DSH, Test DaF, etc. <ul style="list-style-type: none"> ○ Taken within the last 24 months ○ Confirming the equivalent of a B2.2 language level according to the CEFR for Languages

	<ul style="list-style-type: none"> o Test must evaluate all 4 skills: listening, speaking, reading and writing • Official letter confirming that the language of instruction of the degree program you are enrolled in at your home university is English/German. • English only: Official confirmation of successful completion of an English language class at an academic institution with the following requirements (which must all be stated in the confirmation): <ul style="list-style-type: none"> o completed within the last 12 months and included reading, writing, listening, and speaking o At least B2.2 language level o minimum contact hours 50 hours o Successful completion with an equivalent of grade "B" or better (grade "B" minimum refers to a grading scale of "A" to "F" with "A" being the best grade) <p>Intensive German classes:</p> <p>If you feel insecure about your English or if our offer is conditional, you may ask about an English pre-study course in September. This is offered only if enough students request that course. The course is fee-based.</p>
<p>Study Programs</p>	<p>An overview of the programs offered is available on our website:</p> <ul style="list-style-type: none"> • Bachelor Programs • Master Programs <p>Capacities are allocated according to space and based on your Transcript of Records.</p> <p>Please check the programs on our website for the courses. We can provide you with a preliminary list in June and December. An updated list of available courses will be provided shortly before each semester begins. Internship modules, thesis modules and some selected courses usually are not open to exchange students.</p>
<p>Learning Agreement</p>	<p>The International Office gets final course form in June and December, and we will send them to the students by link. However, you can find the courses on our website at each program's description at the bottom of the page. You should send us your Learning Agreement 2 months before classes start.</p> <p>We will check, if the chosen courses are available in the following semester, and if so, you will be registered to the courses on a first come, first served basis. If we can see problems with your course's choice before your arrival, we will get back to you. However, changes may be</p>

	necessary during Orientation Week or when courses start.
Schedule	Once that you are registered for the courses, you can see them on our CampusNet system. The log on data will be sent to you two weeks before the semester starts (April 1 st and October 1 st) by Student Services. There you can check for any time clashes, so that you can see if
Duration	One or two semesters, depending on agreement with the partner university.
Credits	We use the European Credit Transfer and Accumulation System (ECTS). ECTS credits are awarded for successfully completed studies. 1 ECTS is equivalent to 25-30 hours of study. Students must take a minimum of one course and a maximum of 30 ECTS per semester.
Grading System	The grading system ranges from 1,0 to 5,0 with 1,0 being the best grade and 4,0 being the pass grade; 5,0 means failed. Some courses may be graded with pass or fail only.
Language classes	<ul style="list-style-type: none"> ○ Berlin: Curricular and non-curricular language classes in German, English and Spanish are offered at campus Ernst-Reuter-Platz. Usually, language classes are Monday morning and Wednesday afternoon. Please note that not every level will be offered in every semester. Language classes may overlap with regular classes if you study either at BSDC or SOPA. ○ Dresden: Please indicate the language courses that you would like to participate in, the International Office in Dresden will advise you on that. ○ Hamburg: Currently, our Hamburg students participate digitally at the courses from Berlin. For further information please contact: languages.hsbe@srh.de
Accommodation	Unfortunately, we cannot offer our own student accommodation. However, incoming exchange students receive an updated Welcome Guide from Student Services and can find on our website detailed information on how to find a place to stay in Berlin.

<p>Cost of Living</p>	<p>Students should plan to spend a minimum of 800€ per month in Berlin and Hamburg, and 600€ in Dresden on accommodation, transportation, leisure activities and other living costs. Cost may vary tremendously depending on everyone’s lifestyle.</p>
<p>Public Transport and Semester ticket</p>	<p>All students at Berlin and Saxon universities must purchase a “semester ticket” for public transportation at the beginning of each semester. This discounted student ticket costs 193,80€ in Berlin or 142,20€ in Dresden and allows the use of the whole public transportation system in either Berlin (including Potsdam) or Dresden, respectively. Should you stay less than three months, you could be exempt from the ticket, please contact us about that.</p>
<p>Visa Requirements and Residence Permit</p>	<p>EU-citizens neither need a visa nor a residence permit for Germany., but must register as inhabitants of either Berlin, Dresden, or Ham- burg, or the city where they live, respectively.</p> <p>Non-EU citizens should always check with the German Embassy in their country of residence if they need a visa for entering Germany. If you already study in the EU, a visa might not be necessary, but please make sure by checking with the German embassy in your country of living.</p> <p>If you must apply for a visa, you might have to wait several months for an appointment and the visa process. Unfortunately, we have no influence on either the process or the decisions. Depending on your visa, you must apply for a residence permit for studying in the city where you reside. In Hamburg and Dresden that is relatively uncomplicated, please refer to the Student Welcome Guide or our website. Student registered in Berlin can do this via the SRH Residence Permit Service at the campus Ernst-Reuter-Platz. Please contact:</p> <p>residencepermitservice.hsbe@srh.de</p>

<p>Health Insurance</p>	<p>Every student is required by law to have sufficient health insurance for the entire program duration. Please hand in a copy/scan of your health insurance; otherwise, this can be done during Orientation Week. You must register you with a German health insurance provider for confirmation. If you have sufficient private insurance, a German health insurance provider will give you a waiver. Detailed information is provided in the Welcome Guide. Students who cannot provide us with information on their health insurance cannot be enrolled at SRH.</p>
<p>Contact for Incoming Exchange Students</p>	<p>Ms. Theresa Enns Incoming Exchange Coordinator Tel.: +49 (0)30 51 56 50 - 468 Email: internationaloffice.hsbe@srh.de</p>
<p>Contact for bilateral agreements and other matters regarding international exchange</p>	<p>Ms. Kirsten Matthes Director Global Cooperation Institute & Institutional Erasmus Coordinator Tel.: +49 (0)30 515650 - 470 Email: kirsten.matthes@srh.de</p>

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