

Before we get started



- **Slides** will be **uploaded to our website** after the meeting.
- All students will **receive an email** with link to the slides after the meeting.
- We have **slots for questions** during and after the presentation.

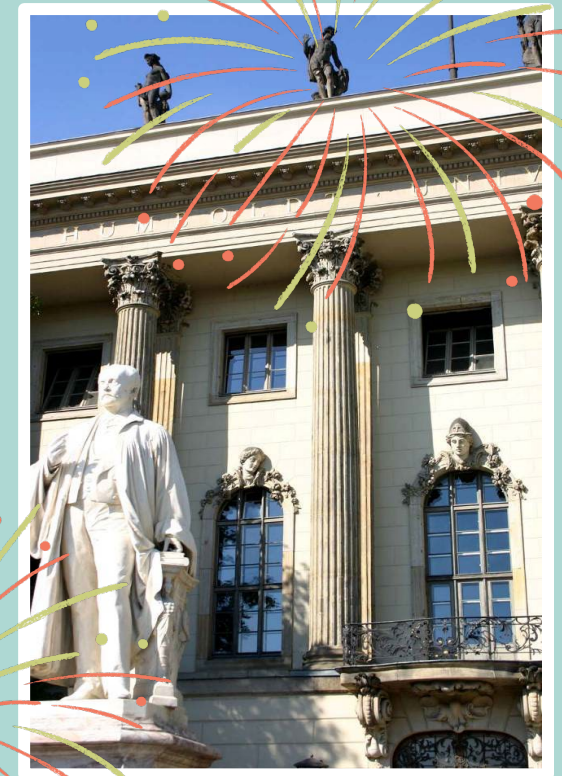


WELCOME Incoming Students of Winter Semester 2024/25!

In-Person Orientation Meeting – 08/10/2024

**International Office
Faculty of Language, Literature and Humanities**

Humboldt-Universität zu Berlin



International Office – at Faculty



Head of International Office

Saskia Asmus, M.A.

Dorotheenstr. 24

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E-Mail:

internationales.sprachlit@hu-berlin.de

Incoming Assistant

Kati Löffler

Dorotheenstr. 24

Room 3.412

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**Questions about class selection,
Learning Agreement, Transcript etc. to:
ects.sprachlit@hu-berlin.de**

For information on our current
Incoming consultation hours please
check our [website](#).

International Office – at Faculty

- **Website:** <https://fakultaeten.hu-berlin.de/de/sprachlit/international/from-abroad>



ERASMUS. + UK.
Geht immer.
Bewerbung aber nur bis 31.01.

HUMBOLDT-UNIVERSITÄT ZU BERLIN

Aktuell | Kontakt | Suche | Personen

Studieninteressierte | Schule | Forschende | Wirtschaft | Presse | Alumni | Beschäftigte

Humboldt-Universität zu Berlin | Fakultäten & Institute | Sprach- und literaturwissenschaftliche Fakultät | Internationales | From Abroad (Incoming Students)

From Abroad (Incoming Students)

WELCOME INCOMING STUDENTS

AT THE FACULTY OF LANGUAGE, LITERATURE AND HUMANITIES!



Subjects/Courses of Study at Faculty of Language, Literature and Humanities

Bachelor's students (undergraduate) can be matriculated in up to two B.A. courses of study. Please note that there are several different German B.A. courses of study (focusing for example either on literature **or** on linguistics), thus, please make sure that you choose the correct one(s).

DE EN

Website durchsuchen

Postadresse
Humboldt-Universität zu Berlin
Sprach- und literaturwissenschaftliche Fakultät
Internationales Büro
Unter den Linden 6
10099 Berlin

Sitz
Dorotheenstraße 24
10117 Berlin

Current Info

Infos für Outgoing-Studierende:

► **Sprechzeiten:**

- Bitte informiert euch [hier](#) über aktuelle Sprechzeiten!!!

DEKanat und Fakultätsgechäftsführung

Gremien

Institute

Forschung

Lehre und Studium

Akademische Angelegenheiten

Haushalt und Personal

Gleichstellung & Diversität

Internationales

Ins Ausland (Outgoing Students)

From Abroad (Incoming Students)

Info Sessions

Information For Your Mobility at HU

Glossary and FAQ

Templates and Links

Kontakt und Sprechzeiten

LEI - Lokale Erasmus Initiative

Fachschaften

Fakultätstag

Wahlen



International Office – for HU

Incoming-Team

- E-Mail: exchange-students@hu-berlin.de
- Phone: +49 30 2093 46720
- individual consultations:
 - Every Tuesday 1 - 3 p.m.
 - Every Wednesday 10 a.m. - 1 p.m.
 - Unter den Linden 6, Room 1068

<https://www.international.hu-berlin.de/de/an-die-hu/services-informationen>

Contact when questions about:

- Matriculation (semester fee), health insurance
- HU account
- HU Student ID
- Transport Ticket (Deutschlandticket for students)
- TAN list for exam registration
- Berlin Perspectives Courses
- Accommodation
- Anmeldung etc.



HU GO STUDY (HUGS)

- University **support programme for students from abroad.**
- They might offer workshops free of charge on various topics and events to meet new people and to network.
- **Website:** <https://www.international.hu-berlin.de/de/an-die-hu/services-informationen/betreuungsprogramm-kennenlernen-kultur>
- **Head of program:** Dr. Merlinda Dalipi
 - hu.go.study@hu-berlin.de

Official Welcome by International Office

- October 9, 2024, 10:00 – 12:00
- Dorotheenstraße 24, Fritz-Reuter-Saal





- Ekaterina Martynenko
- Jianling Gao
- Gabriel Egli
- Clara Owens
- Susanna Acanfora
- Yuxi Wu
- Dennis Wegner
- Michael Burchardt
- Sherife Ahmeti

Happy
BIRTHDAY

Quick Survey



Topics



Start of Semester:

- Certificate of Arrival
- Class Selection (Summary)
 - Classes within/outside the faculty
 - Sprachlit CC
- Class Registration on AGNES
- Erasmus+ Learning Agreement

During the Semester:

- Class Changes
- Exams - Exam Registration

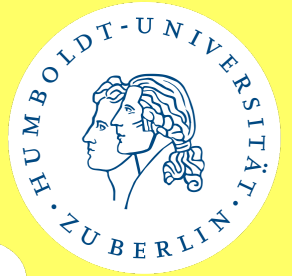
End of Semester:

- Signed Sprachlit CC / Exam Statement
- Transcript of Records
- Erasmus+ Learning Agreement After
- Certificate of Departure

Other Information:

- Timeline Winter Semester 24/25
- Studying with disabilities
- Local Erasmus+ Initiative (LEI)
- WhatsApp Group

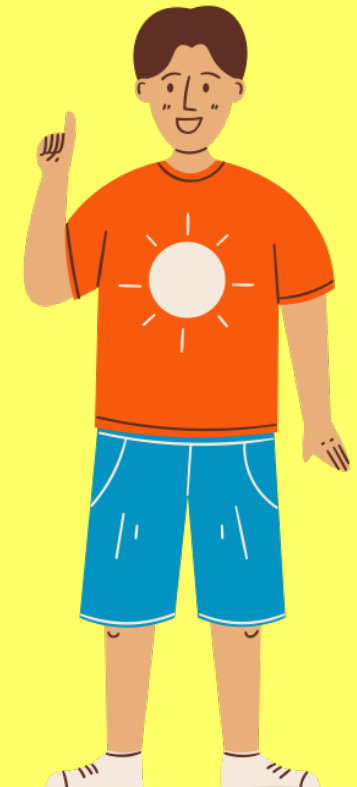
BEFORE WE CONTINUE



Please note: HU is not fully digital or automatic.

Thus, you as Incoming **Students must become active** and do certain tasks (and mind deadlines):

- Class registration
- Exam registration
- Transcript creation
- Certificate of Arrival / Departure



Certificate of Arrival



At semester start:

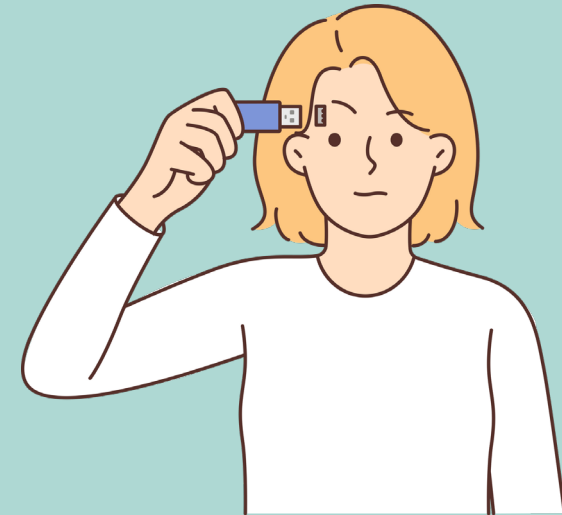
Certificate of Arrival



- The **start date for Winter Semester 24/25 is October 8, 2024.**
(the date of the in-person orientation)
- **We will create a Certificate of Arrival for all students.**
- This will be **sent to you by e-mail after October 8.**
- **Exception: Participation in an intensive language course** before the start of the semester → Start of language course is also start of Winter Semester 24/25
 - If you are taking part in a language course, **please send us an e-mail** (ects.sprachlit@hu-berlin.de) with the **start date of the course** and a **course confirmation** (e.g. registration, bank transfer, confirmation of enrolment).



Class Selection



Please remember ...



- **To check:**
 - Are you enrolled in the right course(s) of study?
 - Please contact us (ects.sprachlit@hu-berlin.de), if changes are necessary
 - Do you only need ECTS or also exams/grades? (Check with home university)
- **No teaching and practical classes**
 - Incoming Students **cannot** take classes/modules from the teaching program/didactics (Lehramt)
 - Incoming Students **cannot** take classes from the Praxismodul/Praktikum
- **EACH WHOLE MODULE CAN ONLY BE TAKEN ONCE!**
- **No individual agreements**
 - Incoming Students **cannot** make any individual agreements with instructors. Everything must be confirmed by us.

Which classes you can take



Classes within the faculty

- **Classes from your course of study**
 - Regular modules / single classes
 - Special modules (if available)
- **Überfachlicher Wahlpflichtbereich** (üWP) from Sprachlit faculty

Classes outside the faculty

- **Language courses** from the [Language Centre](#)
- **Berlin Perspectives courses**
- **Überfachlicher Wahlpflichtbereich** (üWP) from other faculties
- Second matriculation at other faculty (B.A.): classes from your second course of study



Classes within the faculty

- You can **choose whole modules**
 - Take all components of module (e.g. VL + SE / SE + SE)
 - And take a final module examination (MAP)
 - → you get **ECTS + grade**
- Or you **choose single classes**
 - Pick single classes from modules
 - You don't take a module exam (MAP)
 - → you don't receive grades, **you will just receive ECTS** for completed classes



Where you can find the classes

Study Guides of SprachLit Faculty

- They give an **overview which components you need for each module** (how many seminars, lectures etc.), including info on the final module exam (MAP) and ECTS.
- **You can only take modules / courses listed there**
- Only relevant for courses from SprachLit Faculty!
- **Link: [Study Guides](#)**

Course Catalogue (on AGNES)

- The **courses (that belong to modules) offered in the respective semester** can be found in the course catalogue.
- The course catalogue is listed according to faculties, institutes and courses of study.
- **Link: <https://agnes.hu-berlin.de>**



3 Steps for SprachLit Class Selection

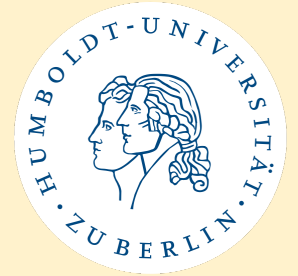
1. Check **Study Guide** of the course(s) of study you are enrolled in
2. Search for the module in the **course catalogue (AGNES)** (according to study guide) and **select courses**
3. Put module and its components (or single classes) on your **SprachLit Course Confirmation**

Class Selection:

SprachLit Course Confirmation



- = SprachLit CC
- You will use this document throughout your exchange semester **exclusively for courses from the Faculty of Language, Literature, and Humanities** (Sprachlit Faculty).
- **Obligatory** in order to receive Transcript of Records from SprachLit Faculty after your semester/stay at HU-Berlin
- You can find the **PDF template** [here](#)
 - Please use Adobe Reader to fill out the PDF form



How to fill out SprachLit CC

- **You can only choose classes from modules that are listed in the study guide. Other modules are not open to incoming students!**
- **If you need exams / grades**
 - Select modules with all courses + exam according to module structure in study guide
- **If you only need ECTS (Pass/Fail)**
 - You can choose single classes from modules
- If you are unsure if you need a grade: choose complete modules with exams (you can always drop the exams). → **But please remember to let us know about changes!**



How to fill out SprachLit CC

- An examination can only be taken if modules are taken according to the module structure
- From experience of our past Incoming students:
 - **Do not choose more than 1 or 2 term papers/Hausarbeiten per semester. If possible, choose other exam forms.**
- Remember: Tutorials are voluntary. Incoming students cannot receive ECTS for them!
- **It is your responsibility that your classes do not overlap!**

Class Selection:

SprachLit CC – PDF Form



Sprach- und literaturwissenschaftliche Fakultät
Incoming Exchange Students

HUMBOLDT-UNIVERSITÄT ZU BERLIN

SPRACHLIT COURSE CONFIRMATION

RECEIVING INSTITUTION

Name of Institution	Humboldt-Universität zu Berlin
Faculty	Sprach- und literaturwissenschaftliche Fakultät / Faculty of Language, Literature and Humanities
International Coordinator	Saskia Asmus M.A.
Contact info	Phone: +49-30-2093-9719 / +49-30-2093-9798 E-Mail: ects.sprachlit@hu-berlin.de

STUDENT INFO

Last Name, First Name	
Date and Place of Birth	
Email Address	
Matriculation number (HU-Berlin)	
Subject(s) at HU-Berlin	
Study Level	
Semester	
Duration	

SENDING INSTITUTION

Please enter the exact address of the person in charge of ECTS/Transcript of Records at your home university. Your transcript will be sent to the e-mail address indicated here.

Name of Home University	
City, Country	
Faculty/Department	
Departmental Coordinator	
Email Address of Coordinator	

Information: How to Use the Sprachlit Course Confirmation (SprachlitCC)
You will use this document throughout your exchange semester exclusively for courses from the Faculty of Language, Literature, and Humanities (Sprachlit Faculty).

- Select Your Courses:** Choose your courses from the Sprachlit Faculty before the semester begins, using our study guides, and complete the form.
- Submit the Form:** Upload your completed SprachlitCC to the International Office-HU Box (link provided via email) after the semester starts, and before the deadline. If there are any issues with your course choices, the International Office will contact you.
- Obtain Signatures:** At the end of the semester, get signatures from your course instructors to confirm completion of the courses.
- Final Submission:** Upload the signed SprachlitCC to the HU Box (link provided via email). This document will be used to create your Transcript of Records.

Note: The Transcript of Records issued by the International Office will only include courses from the Sprachlit Faculty. Separate transcripts or certificates will be provided for courses taken at other faculties, the Sprachenzentrum, or from Berlin Perspectives.

Sprach- und literaturwissenschaftliche Fakultät
Incoming Exchange Students

HUMBOLDT-UNIVERSITÄT ZU BERLIN

SPRACHLIT COURSE CONFIRMATION

Name: _____ Subject: _____ Semester: _____

Module No.:	Module Name:				0
Course Code (starts with S2)	Course Type	Course Title	Name of Instructor	Signature of Instructor (after class completion)	ECTS LP
Exam Type					

Module No.:	Module Name:				0
Course Code (starts with S2)	Course Type	Course Title	Name of Instructor	Signature of Instructor (after class completion)	ECTS LP
Exam Type					

Module No.:	Module Name:				0
Course Code (starts with S2)	Course Type	Course Title	Name of Instructor	Signature of Instructor (after class completion)	ECTS LP
Exam Type					

Sprach- und literaturwissenschaftliche Fakultät
Incoming Exchange Students

HUMBOLDT-UNIVERSITÄT ZU BERLIN

SPRACHLIT COURSE CONFIRMATION

Name: _____ Subject: _____ Semester: _____

Module No.:	Module Name:				0
Course Code (starts with S2)	Course Type	Course Title	Name of Instructor	Signature of Instructor (after class completion)	ECTS LP
Exam Type					

Module No.:	Module Name:				0
Course Code (starts with S2)	Course Type	Course Title	Name of Instructor	Signature of Instructor (after class completion)	ECTS LP
Exam Type					

Notes:

- Types of Courses:

VL = Vorlesung / Lecture	SE = Seminar	GK = Grundkurs / Basic Course
TU = Tutorium / Tutorial	UE = Uebung / Exercise	
- Self-Signature for Lectures: If the module includes a lecture (VL), you may sign it yourself. However, for lectures in the Department of Romance Literatures and Linguistics, the instructor must also sign the lecture (VL).
- Listing Single Classes: If you select individual classes without exams from different modules, you do not need to list them separately by module. However, it is helpful to include the module number after the course title.
- Exams: Signatures are not required for exams. Your examiner will submit your exam results directly to the examination office.

SprachLit CC – PDF Form



Sprach- und literaturwissenschaftliche Fakultät
Incoming Exchange Students

HUMBOLDT-UNIVERSITÄT ZU BERLIN

SPRACHLIT COURSE CONFIRMATION

RECEIVING INSTITUTION

Name of Institution	Humboldt-Universität zu Berlin
Faculty	Sprach- und literaturwissenschaftliche Fakultät / Faculty of Language, Literature and Humanities
International Coordinator	Saskia Asmus M.A.
Contact Info	Phone: +49-30-2093-9719 / +49-30-2093-9798 E-Mail: ects.sprachlit@hu-berlin.de

STUDENT INFO

Last Name, First Name	
Date and Place of Birth	
Email Address	
Matriculation number (HU-Berlin)	
Subject(s) at HU-Berlin	
Study Level	
Semester	
Duration	

SENDING INSTITUTION
Please enter the exact address of the person in charge of ECTS/Transcript of Records at your home university. Your transcript will be sent to the e-mail address indicated here.

Name of Home University	
City, Country	
Faculty/Department	
Departmental Coordinator	
Email Address of Coordinator	

Information: How to Use the Sprachlit Course Confirmation (SprachlitCC)
You will use this document throughout your exchange semester exclusively for courses from the Faculty of Language, Literature, and Humanities (Sprachlit Faculty).

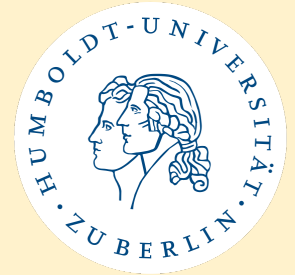
1. **Select Your Courses:** Choose your courses from the Sprachlit Faculty before the semester begins, using our study guides, and complete the form.
2. **Submit the Form:** Upload your completed SprachlitCC to the International Office-HU Box (link provided via email) after the semester starts, and before the deadline. If there are any issues with your course choices, the International Office will contact you.
3. **Obtain Signatures:** At the end of the semester, get signatures from your course instructors to confirm completion of the courses.
4. **Final Submission:** Upload the signed SprachlitCC to the HU Box (link provided via email). This document will be used to create your Transcript of Records.

Note: The Transcript of Records issued by the International Office will only include courses from the Sprachlit Faculty. Separate transcripts or certificates will be provided for courses taken at other faculties, the Sprachenzentrum, or from Berlin Perspectives.

- On the first page, fill in the your **student information**, including details about your stay at HU-Berlin (e.g. course of study, level of study, semester)
- You also enter information about your **sending institution**, especially the name and contact of your **departmental coordinator** (→ they receive your transcript)
- There you also find information on how to use the SprachLit CC

Class Selection:

SprachLit CC – PDF Form



Sprach- und literaturwissenschaftliche Fakultät
Incoming Exchange Students

HUMBOLDT-UNIVERSITÄT
ZU BERLIN

SPRACHLIT COURSE CONFIRMATION

Name: _____ Subject: _____ Semester: _____

Module No.:	Module Name:				0
Course Code (starts with 52)	Course Type	Course Title	Name of Instructor	Signature of Instructor (after class completion)	ECTS LP
Exam Type					

Module No.:	Module Name:				0
Course Code (starts with 52)	Course Type	Course Title	Name of Instructor	Signature of Instructor (after class completion)	ECTS LP
Exam Type					

Module No.:	Module Name:				0
Course Code (starts with 52)	Course Type	Course Title	Name of Instructor	Signature of Instructor (after class completion)	ECTS LP
Exam Type					

Notes:

- Types of Courses:

VL = Vorlesung / Lecture	SE = Seminar	GK = Grundkurs / Basic Course
TU = Tutorium / Tutorial	UE = Uebung/ Exercise	
- Self-Signature for Lectures: If the module includes a lecture (VL), you may sign it yourself. However, for lectures in the Department of Romance Literatures and Linguistics, the instructor must also sign the lecture (VL).
- Listing Single Classes: If you select individual classes without exams from different modules, you do not need to list them separately by module. However, it is helpful to include the module number after the course title.
- Exams: Signatures are not required for exams. Your examiner will submit your exam results directly to the examination office.

- On pages 2 and 3 you will **list the courses / modules** that you will attend at the SprachLit faculty
- You enter the courses of a module according to the **module structure** of the **Study Guides**
- Enter the course number, course title and lecturer as you have selected them in the **course catalogue (AGNES)** for your semester

Class Selection:

SprachLit CC – PDF Form



Sprach- und literaturwissenschaftliche Fakultät
Incoming Exchange Students



SPRACHLIT COURSE CONFIRMATION

Name: _____ Subject: _____ Semester: _____

Module No.:	Module Name:				0
Course Code (starts with 52)	Course Type	Course Title	Name of Instructor	Signature of Instructor (after class completion)	ECTS LP
Exam Type					

Module No.:	Module Name:				0
Course Code (starts with 52)	Course Type	Course Title	Name of Instructor	Signature of Instructor (after class completion)	ECTS LP
Exam Type					

Module No.:	Module Name:				0
Course Code (starts with 52)	Course Type	Course Title	Name of Instructor	Signature of Instructor (after class completion)	ECTS LP
Exam Type					

Sprach- und literaturwissenschaftliche Fakultät
Incoming Exchange Students



SPRACHLIT COURSE CONFIRMATION

Name: _____ Subject: _____ Semester: _____

Module No.:	Module Name:				0
Course Code (starts with 52)	Course Type	Course Title	Name of Instructor	Signature of Instructor (after class completion)	ECTS LP
Exam Type					

Module No.:	Module Name:				0
Course Code (starts with 52)	Course Type	Course Title	Name of Instructor	Signature of Instructor (after class completion)	ECTS LP
Exam Type					

Notes:

- Types of Courses:

VL = Vorlesung / Lecture	SE = Seminar	GK = Grundkurs / Basic Course
TU = Tutorium / Tutorial	UE = Uebung / Exercise	

- Self-Signature for Lectures: If the module includes a lecture (VL), you may sign it yourself. However, for lectures in the Department of Romance Literatures and Linguistics, the instructor must also sign the lecture (VL).
- Listing Single Classes: If you select individual classes without exams from different modules, you do not need to list them separately by module. However, it is helpful to include the module number after the course title.
- Exams: Signatures are not required for exams. Your examiner will submit your exam results directly to the examination office.

- the ECTS for the entire module are added automatically after entering the ECTS per course.
- A total of all ECTS is also calculated on the last page.

Class Selection:

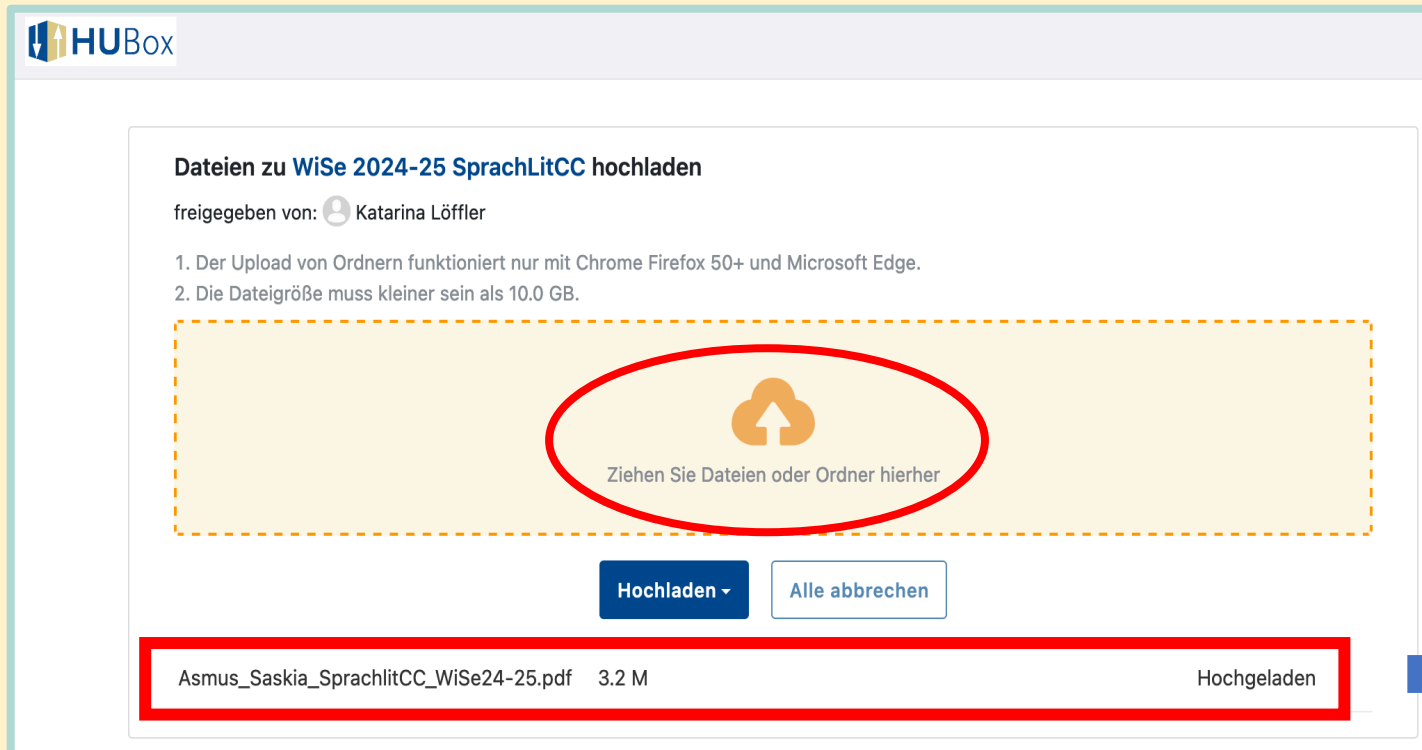
SprachLit CC – Upload to HU Box



- Upload your completed SprachLit CC to the International Office-HU Box (= a cloud to share/upload/download files)
- If there are any issues with your course choices, we will contact you.
- **Deadline for Upload: October 22, 2024**
- **Link:** <https://box.hu-berlin.de/u/d/5321bfaad20a4ecdaaee/>
- **Name your PDF file as follows:**
 - Last Name_First Name_SprachlitCC_WiSe24-25.pdf
 - **Example:** Asmus_Saskia_SprachlitCC_WiSe24-25.pdf



SprachLit CC – Upload to HU Box



The screenshot shows the HUBox upload interface. At the top left is the HUBox logo. The main heading is 'Dateien zu WiSe 2024-25 SprachLitCC hochladen', followed by 'freigegeben von: Katarina Löffler'. Below this are two instructions: '1. Der Upload von Ordnern funktioniert nur mit Chrome Firefox 50+ und Microsoft Edge.' and '2. Die Dateigröße muss kleiner sein als 10.0 GB.' A large yellow dashed box contains a central upload icon (a cloud with an upward arrow) and the text 'Ziehen Sie Dateien oder Ordner hierher'. Below the yellow box are two buttons: 'Hochladen' and 'Alle abbrechen'. At the bottom, a red-bordered box displays the upload progress for a file named 'Asmus_Saskia_SprachlitCC_WiSe24-25.pdf' (3.2 M) with the status 'Hochgeladen'. A blue arrow points from this box towards the right.

- Drag the file into the yellow box and it will be uploaded automatically.
- **You don't receive a confirmation after uploading your file!**
- The upload was successful if the file name and **"Hochgeladen"** (uploaded) are displayed at the bottom of the box.

Class Selection:

SprachLit CC – No classes at SprachLit



- **If you don't take any classes at SprachLit faculty**
 - You don't need to fill out a SprachLit CC
 - **Please send us an e-mail** (ects.sprachlit@hu-berlin.de) to let us know, you won't take any classes at SprachLit



**Any questions regarding
Class Selection?**



Class Registration



At semester start:

Class Registration on AGNES



- In order to register for the selected courses from the course catalogue (on AGNES) a **HU account is required**.
- Your HU account **must first be activated with a PIN**. You will **receive this PIN personally from the incoming team** (for entire HU) after you arrived in Berlin. → Visit their office to pick it up!
- **Don't panic** if you don't have your HU account yet.
- If you have questions/problems with your HU account please write: exchange-students@hu-berlin.de
 - See also the [info for exchange semester at HU-Berlin](#)

At semester start:

Class Registration on AGNES - Guide



1. Open **AGNES** and log in with your **HU account**
2. Click on the class you want to register for
3. Choose a group (if there are different ones) and click on „**Register now/sign off**“
4. Make sure that the right course of study is selected at the top (only relevant for those matriculated in 2 BA courses of study)
5. Click on „**Register lectures**“
6. Make sure your schedule shows everywhere „**AN**“ (registered)
7. Take a **screenshot** of your schedule before the deadline (October 9, 2024) is over.

At semester start:

Class Registration on AGNES

- AGNES website: <https://agnes.hu-berlin.de>
- **Log in** with your HU account



AGNES -
Lehre und Prüfung online

Semester: **Winter 2024/25** ▼

Anmelden

Hilfe

Infomaterial

Veranstaltungen

Vorlesungsverzeichnis

Externes

🔗 Bewerbung Online

🔗 Studieninformationen

Meine Funktionen | Veranstaltungen | Einrichtungen | Räume und

English | Hilfe

Startseite

Informationen und Hinweise für Studierende

Kooperation mit nextbike

Für das Sommersemester 2024 haben Studierende der HU die Möglichkeit, Fahrräder des Anbieters nextbike kostenlos auszuleihen. Mehr Informationen dazu findet ihr hier: <https://www.refrat.de/article/Nextbike.html>

- Make sure that the **correct semester** is selected.
- **Select 'Vorlesungsverzeichnis'** from the left sidebar.
- You can change the language to English. But some info may still be in German.

At semester start:

Class Registration on AGNES



Vorlesungsverzeichnis (WiSe 2024/25)

- ① Humboldt-Universität zu Berlin
- ① Berliner Institut für Islamische Theologie (BIT)
- ① Institut für Katholische Theologie (IKT)
- ① Lehrveranstaltungen im Praxissemester
- ① Lehrveranstaltungen zu Nachhaltigkeit
- ① Allgemeine Informationen
- ① Career Center
- ① Wissenschaftliche Weiterbildungsangebote
- ① Überfachlicher Wahlpflichtbereich
- ① Projekt Tutorien
- ① Zentrales Angebot für alle Lehramtsstudierenden
- ① Juristische Fakultät
- ① Lebenswissenschaftliche Fakultät
- ① Mathematisch-Naturwissenschaftliche Fakultät
- ① Philosophische Fakultät
- ① Sprach- und literaturwissenschaftliche Fakultät
- ① Kultur-, Sozial- und Bildungswissenschaftliche Fakultät
- ① Theologische Fakultät
- ① Wirtschaftswissenschaftliche Fakultät
- ① bologna.lab: Neue Lehre, neues Lernen
- ① Zentralinstitut Großbritannien-Zentrum (GBZ)
- ① Hermann von Helmholtz-Zentrum für Kulturtechnik (HZK)
- ① Zentraleinrichtung Sprachenzentrum
- ① Zentrum Jüdische Studien Berlin-Brandenburg (ZJS)
- ① Zentraleinrichtung Computer- und Medienservice



Vorlesungsverzeichnis (WiSe 2024/25)

- ① Humboldt-Universität zu Berlin
- ① Sprach- und literaturwissenschaftliche Fakultät
 - ① Masterstudiengang Europäische Literaturen
 - ① Institut für Anglistik und Amerikanistik
 - ① Institut für deutsche Literatur
 - ① Institut für deutsche Sprache und Linguistik
 - ① Institut für Klassische Philologie
 - ① Institut für Romanistik
 - ① Institut für Slawistik und Hungarologie
 - ① Nordeuropa-Institut
 - ① Berufsfeldbezogene Zusatzqualifikationen

Step 2:

- Navigate through the course catalogue until you have reached the module in your course of study
 - Faculties
 - Departments
 - Study level (BA/MA)
 - Course of Study
 - Module



At semester start:

Class Registration on AGNES



- If you click on the respective course, the **page with course information** will open.
- There you can find: day, time, lecturer, duration, room number, number of SWS and ECTS and, if applicable, a course description.
- **You will register for the course on this page.**

Grunddaten								
Veranstaltungsart	Seminar			Veranstaltungsnummer	5250057			
Semester	WiSe 2024/25			SWS	2			
Rhythmus	keine Übernahme			Moodle-Link				
Veranstaltungsstatus	Freigegeben für Vorlesungsverzeichnis Freigegeben			Sprache	englisch			
Belegungsfrist - Eine Belegung ist online erforderlich	Zentrale Frist 01.07.2024 - 09.10.2024			aktuell				
Veranstaltungsformat	Präsenz							

Termine								
Gruppe 1								
Tag	Zeit	Rhythmus	Dauer	Raum	Gebäude	Raumplan	Lehrperson	Status
Di.	12:00 bis 14:00	wöch	15.10.2024 bis 11.02.2025	2014A (Hörsaal) Stockwerk: 1. OG  	UdL6 Universitäts- Hauptgebäude - Unter den Linden 6 (UL 6)		Kindinger	findet statt







Inhalt	
Kommentar	<p>This course is dedicated to the exploration of works by Mexican American women who present themselves as chicanas: women whose artistic expressions oppose the long history of Othering and stereotyping of Mexican Americans in US culture and society. The term Chicana is used as a self-determined term that emphasizes these artists' emancipatory politics. We will primarily deal with cultural texts that emerged during and after el movimiento, the organizing by Mexican Americans during the Civil Rights era in the 1960s. The variety of texts will range from the 1960s until the late 1990s and include, fiction, non-fiction, poetry and visual media. We will examine the position of chicanas in a society that is dominated by patriarchal structures, by whiteness, heteronormativity, wealth, nativism, Protestantism, and the English language; categories that have marginalized chicanas in myriad ways. Please purchase the novella <i>The House on Mango Street</i> (1984) by Sandra Cisneros; additional reading will be made available on Moodle.</p>

At semester start:

Class Registration on AGNES



- **Seminars can be organized in different groups.** This means that the seminar takes place at different times and may be led by different lecturers.
- In this case, **you only need to register for one group.**
- Remember to **enter the correct lecturer in the SprachLit CC.**

Gruppe 1								
Tag	Zeit	Rhythmus	Dauer	Raum	Gebäude	Raum-plan	Lehrperson	
Do.	12:00 bis 14:00	wöch	17.10.2024 bis 13.02.2025	1.601 (Seminarraum) Stockwerk: 6. OG 	Doro24 Universitätsgebäude am Hegelplatz - Dorotheenstraße 24 (DOR 24) 		Löbbermann	
Gruppe 1: <input type="checkbox"/> auswählen → jetzt belegen / abmelden								
Gruppe 2								
Tag	Zeit	Rhythmus	Dauer	Raum	Gebäude	Raum-plan	Lehrperson	
Do.	16:00 bis 18:00	wöch	17.10.2024 bis 13.02.2025	1.601 (Seminarraum) Stockwerk: 6. OG 	Doro24 Universitätsgebäude am Hegelplatz - Dorotheenstraße 24 (DOR 24) 		Löbbermann	
Gruppe 2: <input type="checkbox"/> auswählen → jetzt belegen / abmelden								
Gruppe 3								
Tag	Zeit	Rhythmus	Dauer	Raum	Gebäude	Raum-plan	Lehrperson	Status
Mi.	14:00 bis 16:00	wöch	16.10.2024 bis 12.02.2025	1072 (Hörsaal) Stockwerk: EG 	UdL6 Universitäts- Hauptgebäude - Unter den Linden 6 (UL 6) 		N.	findet statt

At semester start:

Class Registration on AGNES



Semester: **WiSe 2021/22** | English | Hilfe | Sitemap | Vollbild: an | Seitenmenü: aus

Abmelden | Meine Funktionen | Veranstaltungen | Einrichtungen | Räume und Gebäude | Personen

Annika Hövel [hoevelan] Rolle: Studierende*r

Hilfe | Startseite

Veranstaltungen

Vorlesungsverzeichnis
Stundenplan
Mein Studiengangplan
Meine Veranstaltungen
Prüfungen und Leistungen
Prüfungsan- und -abmeldung
Angemeldete Prüfungen
Leistungsspiegel
Transcript Of Modules
Studierendenservice
Bescheinigungen
Studierendenausweis
Rückmeldeinformationen
Verwaltung
Adresse ändern
TAN Verwaltung
Alumni-Netzwerk
Infomaterial
Externes
Benutzerberatung
Campus-Card
Moodle
WebMail
Compass-Hotline
WLAN-Zugang
Universitätsbibliothek

Backfische. Mädchenliteratur im Kaiserreich - Detailseite

Funktionen: Ausgewähltes vormerken | belegen/abmelden

Seiteninhalt: Grunddaten | Termine | Zugeordnete Person | Studiengänge | Einrichtungen | Inhalt | Strukturbaum

Grunddaten

Veranstaltungsart	Seminar	Veranstaltungsnummer	5210032
Semester	WiSe 2021/22	SWS	2
Rhythmus	jedes Semester	Moodle-Link	
Veranstaltungsstatus	Freigegeben für Vorlesungsverzeichnis Freigegeben	Sprache	deutsch
Belegungsfrist - Eine Belegung ist online erforderlich	Zentrale Frist 01.07.2021 - 13.10.2021	aktuell	
Veranstaltungsformat	Digital		

Termine

Gruppe 1 iCalendar Export

	Tag	Zeit	Rhythmus	Dauer	Raum	Raum-plan	Lehrperson	Status	Bemerkung	fällt aus am	Max. Teilnehmer
	Mi.	14:00 bis 16:00	wöch		Umfrage zur Lehrraumqualität			findet statt			35

Gruppe 1: auswählen | **jetzt belegen / abmelden** | Belegungsinformation

Ausgewähltes vormerken

Zugeordnete Person

Step 3:

Choose a group (if there are different ones) and click on „**Register now / sign off**“ (Jetzt belegen / abmelden).

At semester start:

Class Registration on AGNES



- Veranstaltungen
- Vorlesungsverzeichnis
- Stundenplan
- Mein Studiengangplan
- Meine Veranstaltungen
- Prüfungen und Leistungen
- Prüfungsan- und -abmeldung
- Angemeldete Prüfungen
- Leistungsspiegel
- Transcript Of Modules
- Studierendenservice
- Bescheinigungen
- Studierendenausweis
- Rückmeldeinformationen
- Verwaltung
- Adresse ändern
- TAN Verwaltung
- Alumni-Netzwerk
- Infomaterial
- Externes
- Benutzerberatung
- Campus-Card
- Moodle
- WebMail
- Compass-Hotline
- WLAN-Zugang
- Universitätsbibliothek
- Stellenausschreibungen
- Newsletter
- Navigation ausblenden

Semester umschalten
Um das System komplett in ein

Veranstaltungsbelegung

Hinweis
Eine Anmeldung erfolgt immer für ein bestimmtes Studienfach. Wenn Sie in mehreren Fächern immatrikuliert sind (z.B. Kombinationsbachelor), dann müssen Sie festlegen, für welches Studienfach diese Anmeldung gelten soll.

Momentan ist folgendes Studienfach ausgewählt:
Amerikanistik, Fachsemester: 5, Abschluss: B.A., Kernfach, Prüfungsversion: 2014 <Studiengang ändern>

Bitte prüfen Sie Ihre Auswahl: Zentrale Frist 01.07.2021 - 13.10.2021

Belegpflichtige Veranstaltung:

- Bitte beachten Sie, dass es sich um eine Anmeldung zu einer Lehrveranstaltung und nicht um eine Prüfungsanmeldung handelt!
- Bitte beachten Sie, dass Benachrichtigungen über eine eventuelle Platzvergabe bzw. allgemeine Informationen zur Veranstaltung an Ihre offizielle HU-E-Mail-Adresse versandt werden!

Sie haben hier die Möglichkeit, Ihrem Studienbüro oder den Dozent*innen eine Bemerkung zu Ihrer Anmeldung zu hinterlassen. Inwieweit diese Bemerkungen ausgewertet werden bzw. für die Platzverteilung relevant sind, liegt im Ermessen Ihrer Studiengangverantwortlichen. **(max. 250 Zeichen)**

Bitte beachten Sie, dass Anträge auf Nachteilsausgleich schriftlich an die bzw. den Lehrenden (postalisch oder per E-Mail) zu richten sind. Die Gründe sind durch geeignete Nachweise zu belegen.

Bemerkung

5210032 Backfische. Mädchenliteratur im Kaiserreich 2 SWS, deutsch

Gruppe 1

Tag	Zeit	Rhythmus	Dauer oder Termin	Raum	Lehrperson
Mittwoch	14:00 bis 16:00	wöchentlich			

Gruppenpriorität: 1 Belegungsinformation

Step 4 + 5:

Make sure that the right course of study is selected at the top (if matriculated in 2 BA courses of study).

Then click on „Register lectures“.

At semester start:

Class Registration on AGNES - Schedule



- Veranstaltungen
- Vorlesungsverzeichnis
- Stundenplan
- Mein Studiengangplan
- Meine Veranstaltungen
- Prüfungen und Leistungen
- Prüfungsan- und -abmeldung
- Angemeldete Prüfungen
- Leistungsspiegel
- Transcript Of Modules
- Studierendenservice
- Bescheinigungen
- Studierendenausweis
- Rückmeldeinformationen

Zeit	Montag
vor 8	
8	
9	
10	
11	
12	5220014 G1 Sprachenideolo... 2 SWS, deutsch Montag 12:00-14:00Uhr, wöch
13	Veranstaltungsformat: Präsenz Seminar in Raum: Seminarraum 1.102 (DOR 24) VB Veranstaltungen belegen Information
14	5220020 G1 Drag Language 2 SWS, deutsch Montag 14:00-16:00Uhr, wöch
15	Veranstaltungsformat: Präsenz Seminar in Raum: Seminarraum 1.102 (DOR 24) AN B abmelden Information
16	5220018 G1 Interaktionale... 2 SWS, deutsch Montag 16:00-18:00Uhr, wöch
17	Veranstaltungsformat: Präsenz Seminar in Raum: Seminarraum 0.01 (SO 22) VB Veranstaltungen belegen Information

Step 6 + 7:

The courses you registered for, will show on your **schedule / Stundenplan**.

Make sure your schedule shows everywhere „**AN**“ (registered).

Take a **screenshot** of your schedule before the deadline (Oct. 9) is over!

At semester start:

Class Registration on AGNES - Schedule



Persönlicher Stundenplan

belegen/abmelden **Plan speichern** Liste: →kurz →mittel →lang Plan: →kurz →mittel →lang Druckversion: Plan (HTML) **Plan (PDF)** iCalendar Export

	Montag	Dienstag	Mittwoch	Donnerstag	Freitag
vor 8					
8					5220036 G1 Zweitspracherw... 2 SWS, deutsch Freitag 08:00-10:00Uhr, wöch Veranstaltungsformat: Präsenz Vorlesung in Raum: Hörsaal 1.101 (DOR 24) Veranstaltungen belegen Information
9					
10		5220037 G1 Sprachideologi... 2 SWS, deutsch Dienstag 10:00-12:00Uhr, wöch Veranstaltungsformat: Präsenz Seminar in Raum: Seminarraum 1.401 (DOR 24) Veranstaltungen belegen Information			
11					
12				5220040 G1 Einführung in ... 2 SWS, deutsch Donnerstag 12:00-14:00Uhr, wöch Veranstaltungsformat: Präsenz Vorlesung in Raum: Hörsaal 1.101 (DOR 24) Veranstaltungen belegen Information	
13					
14		5220042 G1 Grammatische Z... 2 SWS, deutsch Dienstag 14:00-16:00Uhr, wöch Veranstaltungsformat: Präsenz Seminar in Raum: Seminarraum 1.102 (DOR 24) Veranstaltungen belegen Information	5220039 G1 Registererwerb 2 SWS, deutsch Mittwoch 14:00-16:00Uhr, wöch Veranstaltungsformat: Präsenz Seminar in Raum: Seminarraum 1.401 (DOR 24) Veranstaltungen belegen Information		530199 G1 Leuten zuhören ... 2 SWS, deutsch Freitag 14:00-16:00Uhr, wöch Veranstaltungsformat: Präsenz Seminar in Raum: Seminarraum 002 (UNI 3) Veranstaltungen belegen Information
15					

Instead of a screenshot you can also **save** your schedule / Stundenplan as a **PDF**.

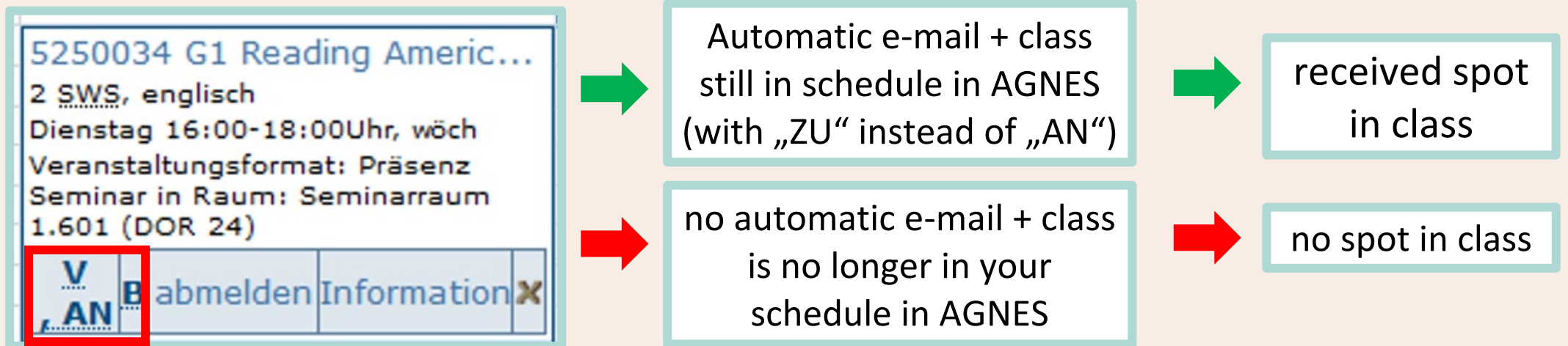
Don't forget to click on „Plan speichern“ (save schedule), just to be sure.

At semester start:



Class Registration on AGNES - Results

- It just matters when you first register that it says „AN“ (registered).
- Please do not worry if this field has a different symbol or a „?“ later.
- The **weekend before the lecture period starts**, you will receive **automatic e-mails** telling you in which classes you have received a spot.



At semester start:

Class Registration on AGNES – No Spot



If you did not receive a spot or could not register on AGNES:

- DO NOT PANIC!
- Send an **e-mail to the instructor/go to the first session and ask** if you can still receive a spot.
- Most **important is that the instructor gave you a spot** and that you have **access to the Moodle course** (if there is one). Exam registration and your Transcript creation are separate from AGNES class registration.
- We cannot see or change anything regarding your class registration. You must **talk to the lecturers directly**.



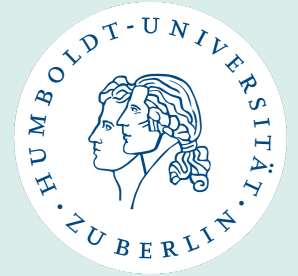
At semester start:

Class Registration on AGNES – No Spot



If you cannot get the spot after asking:

- Please **choose an alternative class** and **e-mail the instructor/go to the first session** of that class to ask if you can still join.
- Please make sure to follow the guide when choosing an alternative class (especially for whole modules).
- Don't wait too long to pick an alternative class!



Overview Class Selection / Registration

October 8, 2024	In-Person Orientation Meeting We will then inform you about the class registration on AGNES.
October 9, 2024	Deadline for class registration on AGNES
October 22, 2024	Upload your complete SprachLit Course Confirmation to HU Box
October 15, 2024 till February 15, 2025	Lecture Period



**Any questions regarding
Class Registration?**





Erasmus+ Learning Agreement

- **Please use the Online Learning Agreement (OLA) (just for Erasmus+)**
 - Link: <https://learning-agreement.eu/>
 - **Responsible person at the receiving institution: Saskia Asmus**
 - E-mail address: internationales.sprachlit@hu-berlin.de (only for OLA)
- If you are unable to use OLA, please use a form provided by your home university
 - Responsible person is still Saskia Asmus
 - But please send your LA to ects.sprachlit@hu-berlin.de to get it signed digitally.
- For the **semester dates**, please put the **dates from the lecture period** → 15/10/2024 – 15/02/2025
- As start date you can **also put the date of our in-person orientation event** if your home university allows it. → 08/10/2024



Erasmus+ Learning Agreement

- We confirm the actual start/end date of your mobility with the Certificate of Arrival/Departure.
- Please **list all of the classes you intend to take at HU-Berlin** (classes from course(s) of study you are matriculated in as well as Language courses or Berlin Perspectives courses)
- Do not forget to put the **correct ECTS!**
- Please make sure everything is filled out before sending us your LA!

Erasmus+ (Online) Learning Agreement

- If you take **complete modules**, please put them on your LA as follows:
 - Either **all components + exam together (left) or**
 - **all components + exam separately (right).**

Study Programme at the Receiving Institution

Table A	Component code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue)	Term [e.g. autumn/spring; term]	Number of ECTS credits (or equivalent) to be awarded by the Receiving Institution upon successful completion
		Zusatzmodul: Einführung in die Literaturwissenschaft - Einführung in die Arbeitsfelder der Mediävistik (5210001) - Einführung in die Arbeitsfelder der Literaturwissenschaft (5210003) - Theorie und Praxis der Textinterpretation (5210501) - Lektürekurs: Franz Kafka (5210502) - Mündliche Prüfung	Autumn	10
				Total: ...

Web link to the course catalogue at the Receiving Institution describing the learning outcomes: [web link to the relevant information]

Study Programme at the Receiving Institution

Table A	Component code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue)	Term [e.g. autumn/spring; term]	Number of ECTS credits (or equivalent) to be awarded by the Receiving Institution upon successful completion
	5210001	Einführung in die Arbeitsfelder der Mediävistik	Autumn	2
	5210003	Einführung in die Arbeitsfelder der Literaturwissenschaft	Autumn	2
	5210501	Theorie und Praxis der Textinterpretation	Autumn	3
	5210502	Lektürekurs: Franz Kafka	Autumn	2
		Zusatzmodul: Mündliche Prüfung	Autumn	1
				Total: ...

Web link to the course catalogue at the Receiving Institution describing the learning outcomes: [web link to the relevant information]

During the Semester

Class Changes

Exams – Exam Registration



During the semester:

Class Changes during the semester



- **Only dropping!**
- **No adding possible!**
- **If you change any classes during the semester you MUST always inform us immediately** so that we can **update your SprachLit Course Confirmation!**
- Please also note that **NO individual arrangements with lecturers are allowed!**



During the semester:

Exam Form and Dates



- Please **check the [study guides](#)** for information on the exam.
- Your instructors will also inform you about the content and form as well as dates of the exams.
- There is **only 1 exam per module, not per class!** The grade will then count for the whole module (e.g. worth 10 ECTS).
- **Written, oral and take home exams** will probably take place from **February 10 – February 21, 2025.**
- **Term papers:** you have submit them **until March 1st, 2025.**

During the semester:

Overview of Exam Types



Exam Type	Infos
Written exam / Klausur	In person, between 60-90 minutes, several questions concerning the module (e.g. VL + SE)
Oral exam / mündliche Prüfung	In person, between 15-30 minutes, several questions concerning the module (e.g. VL + SE)
Take Home Exam	At home, specific amount of time and pages, details given by instructor, can concern several courses of a module
Term Paper / Hausarbeit	At home, between 10-12 pages of academic research, usually in one seminar of the module
Essay	At home, between 5-7 pages of academic research/discussion, usually in one seminar of the module

During the semester:

Exam Registration – on AGNES



- Your class registration is **not automatically** an exam registration!
- You must **register for all of your exams on AGNES** (it will open approx. at the beginning of January 2025).
- You will need your **TAN list** for this.
 - (If you have not received your TAN list by the middle/end of November, please e-mail exchange-students@hu-berlin.de.)
- You can **only take the exams you are registered for**. You must also **register term papers** (after having talked to your instructors).
- You can **deregister on AGNES until a week before the exam date**. If you miss this deadline and do not take the exam, it will count as failed.

During the semester:

Exam Registration – on AGNES



AGNES -
Lehre und Prüfung online

Semester: **WiSe 2021/22** ▼

English | Hilfe | Sitemap | Vollbild: an | Seitenmenü: aus

Abmelden | Meine Funktionen | Veranstaltungen | Einrichtungen | Räume und Gebäude | Personen

Annika Hövel [hoevelan] Rolle: Studierende*r

Hilfe

Veranstaltungen

Vorlesungsverzeichnis

Stundenplan

Mein Studiengangplan

Meine Veranstaltungen

Prüfungen und Leistungen

Prüfungsan- und -abmeldung

Angemeldete Prüfungen

Leistungsspiegel

Transcript Of Modules

Studierendenservice

Bescheinigungen

Studierendenausweis

Rückmeldeinformationen

Verwaltung

Adresse ändern

TAN Verwaltung

Startseite > Prüfungsan- und -abmeldung

Prüfungsan- und -abmeldung

Wichtige Informationen zur Anmeldung. Bitte sorgfältig lesen!

Die elektronische Bestätigung der erfolgreichen Online-Anmeldung gilt als Zulassung zur Prüfung (vgl. § 100 "Anmeldung und Zulassung zu Prüfungen" ZSP-HU).

Sie sind verpflichtet, die ordnungsgemäße Erfassung Ihrer Anmeldung rechtzeitig vor der jeweiligen Prüfung im AGNES-Portal zu kontrollieren. Setzen Sie sich bei Unstimmigkeiten innerhalb des Prüfungsanmeldezeitraumes mit Ihrem Prüfungsbüro in Verbindung.

Wichtig: Sobald Sie diesen Hinweis durch die Eingabe einer TAN im unten stehenden Feld akzeptiert haben, können Sie mit Ihren gewünschten Aktionen fortfahren. Klicken Sie danach mit der linken Maustaste auf den "Weiter"-Button.

Humboldt-Universität zu Berlin
Prüfungsbüro

Ich habe die obenstehenden Informationen gelesen und bestätige dies durch die Eingabe einer TAN.

TAN:

Weiter Zurück

Hinweise zu der TAN-Liste und was Sie beim Verlust Ihrer TAN-Liste unternehmen können, finden sie in unseren [FAQ](#).

To register for exams you need a code from your **TAN list**.

Please make sure that you **have your TAN list** to register at the beginning of **January 2025**.

During the semester:

Exams



Accommodation:

- If you would like to apply for exam accommodation, please **let us know as soon as possible** so that we can help you with your application.

Failed exams:

- If you fail an exam, you will **not receive the ECTS for the exam** and on the **Transcript of Records only the exam will show „failed“**.
- Even if you fail an exam, you will **still receive the ECTS from the classes you completed** (since they are independent from the exam)



During the semester:

Exams



Plagiarism:

- We speak of plagiarism if another authors scientific work is used without citation or indication of source and thus the written statements are issued as your own.
- Also, the purchase of a written work and the submission of another's work either in part or whole, which is issued as one's own, is considered plagiarism.
- **In case of plagiarism, your Transcript of Records will record "failed" and your home university will be officially notified of the issue. So don't plagiarize!**



Find more information:

- You can find more information on our [website](#)
- **We will also send you an information e-mail and a reminder before registration opens. Please wait with your questions until then.**



At the end of the semester

Signed Sprachlit CC – Exam Statement

Transcript of Records

Learning Agreement – After

Certificate of Departure





At the end of the semester:

SprachLit CC – Get Signatures



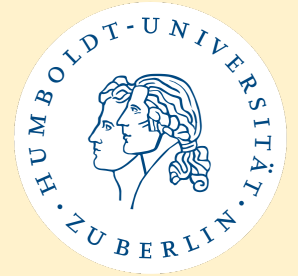
- **Get signatures from your course instructors** to confirm completion of the courses at the end of your semester.
 - Option A: Print the document and get signatures in person.
 - Option B: Send the document via email to instructors and ask for digital signatures.
- **All signatures must be in one document!**

Module No.:	Option B	Module Name: Literary History and Paradigms			10
Course Code (starts with 52)	Course Type	Course Title	Name of Instructor	Signature of Instructor (after class completion)	ECTS LP
5250050	VL	American Literary History I: Beginnings to 1918	Prof. Dr. phil Martin Klepper		1
5250053	VL	American Cultural History	Prof. Dr. phil Martin Klepper		2
5250057	SE	Paradigms of American Literature: Chicana Poetics	Dr. Evangelia Kindinger		
Exam Type	Term Paper / Hausarbeit				3

If the module includes a lecture (VL), you may sign it yourself. However, for lectures in the Department of Romance Literatures and Linguistics, the instructor must also sign the lecture (VL).

At the end of the semester:

Exam Statement



Sprach- und literaturwissenschaftliche Fakultät
Incoming Exchange Students

HUMBOLDT-UNIVERSITÄT
ZU BERLIN

EXAM STATEMENT – SPRACHLIT CC

This document supplements your SprachLit Course Confirmation for the end of the semester. Since many processes at HU-Berlin are manually handled by different staff, this document provides the necessary information about your exam(s) for creating your transcript of records.

STUDENT INFO

Last Name, First Name	
Date, Place of Birth	
E-Mail Address	
Matriculation number (HU-Berlin)	
Subject(s) at HU-Berlin	
Study Level	---Please select---
Semester	---Please select---
Duration	---Please select---

STEP 1
CHOOSE ONE OF THE FOLLOWING ANSWERS

I don't take any exams at SprachLit Faculty → Please sign document
 I take exam(s) at SprachLit Faculty → Proceed with Step 2

STEP 2
PLEASE LIST ALL YOUR EXAM INFO OR CHANGES BELOW*

Module No.	Module Name	Exam Information: Exam Type, Date, Grade (if available)

I confirm that I have provided all information to the best of my knowledge and according to the current status. I will inform the International Office of the SprachLit Faculty immediately of any changes.

Date

Signature

***Examples:**

Modul 8	Text- und Medienanalyse I	I will write a Term Paper, which I will submit until August 1, 2024
Modul 1	Introduction to Linguistics	I had a written exam on July 20, 2024, but I don't have a grade yet
Modul 15	Sprachliche Variation	I de-registered from the exam / I didn't do the exam

Exam Statement - SprachLitCC - 2024/2025 - Stand: 09/2024

- This document supplements your SprachLit Course Confirmation for the end of the semester and **provides the necessary information about your exam(s)** for creating your transcript of records.
- Fill out your **student and exam information** and **sign the document**.
- At the bottom of the document you can find some examples for exam information.
- You can find the **PDF template [here](#)**.

At the end of the semester:

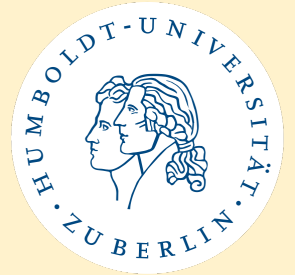
SprachLit CC + Exam Statement - Upload



- These documents will be used to create your Transcript of Records.
- **AGAIN: Nothing happens automatically at HU.**
- **If you do not hand in your signed SprachLit CC + Exam Statement, your Transcript will not be created!!**
- Upload the signed SprachlitCC + Exam Statement to the HU Box.
- The link will be sent via e-mail at the end of the semester.
- **Deadline to upload both documents: March 1st, 2025**

At the end of the semester:

Transcript of Records



- Once your signed SprachLit CC / Exam Statement and your grades are in, your Transcript will be created.
- **The creation can take several weeks! We also have to wait for all of your grades (especially important if you write term papers).**
- We will then **send your Transcript to you and your home university via e-mail.**
- **Note: The Transcript of Records issued by the Sprachlit International Office will only include courses from the Sprachlit Faculty.**
 - Modules / classes from the course(s) of study you are enrolled in
 - and üWP courses

At the end of the semester:

Transcript of Records



- For Language Courses from the **Language Centre and Berlin Perspectives Courses** you will receive a **separate certificate** which you must **send to your home university yourself**.
- If you are **matriculated at another faculty as well**, you must **check with that Erasmus+ coordinator** regarding your Transcript from this faculty.

→ You can find more information on our [website](#).

At the end of the semester:

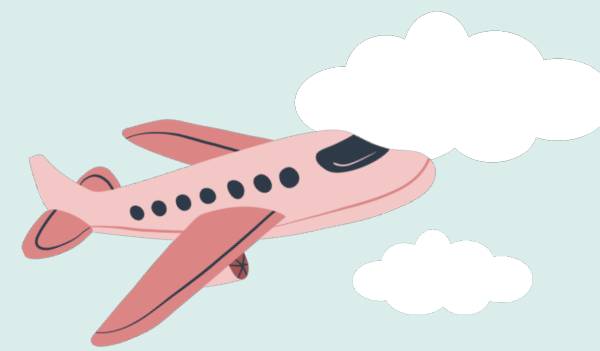
Erasmus+ Learning Agreement - After



- Usually the **Transcript counts as LA After** so no separate document is needed. If your home university demands it, please let us know.
- We can **only sign the LA After after** we have **created your Transcript**.
- If you need a **preliminary LA After**, we must have **your signed SprachLit CC + Exam Statement**. Please fill out the LA After and put „pending“ instead of grades.
- **In general: Please always contact us and not your instructors, the examination offices etc.**

→ You can find more information on our [website](#).

Certificate of Departure



- You get the **document from your home university** (if they require one).
- Please fill out all information and put **Saskia Asmus as responsible person**.
- As start date (if required), please put October 8, 2024.
- As **end date** please put the **date of your last in-person exam** (term papers do not count).
- **Send it to us via e-mail** (ects.sprachlit@hu-berlin.de) so that **we can sign it**.
- Please note that we cannot sign it before the end date you put on the document.

Other Information

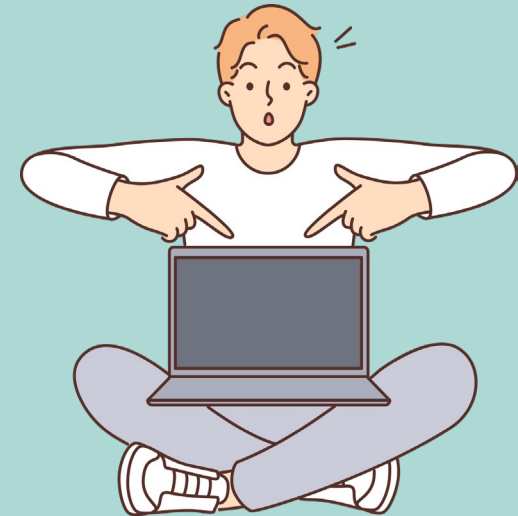
Timeline Winter Semester 24/25

Studying with disabilities

Local Erasmus+ Initiative (LEI) – Activities WiSe 2024/25

WhatsApp Group

Reminder - Consultations





Timeline for Winter Semester 2024/25

09/09/2024	Online Orientation Meeting
Between 10/09/2024 - 02/10/2024	4 Online Consultations for questions regarding Sprachlit CC
08/10/2024	In-Person Orientation Meeting
09/10/2024	Deadline for class registration on AGNES
15/10/2024	Start of Lecture Period
22/10/2024	Upload your final SprachLit Course Confirmation
Approx. beginning of January 2025	Exam registration on AGNES
15/02/2025	End of Lecture Period
Approx. 10/02/2025 – 21/02/2025	Exam period (oral/written exams, Take-Home-Exams) (deadline for submitting term papers: 01/03/2025)
After end of lecture period	Upload your signed SprachLit Course Confirmation and Exam Statement to receive your transcript (Deadline: 01/03/2025) Send us your Certificate of Departure to sign

Studying with disabilities

- Please contact us via e-mail if you need accommodation (for your classes and/or exams), we will then help you with the next steps.
- E-mail: ects.sprachlit@hu-berlin.de



The Local Erasmus+ Initiative (LEI)

- Website:
<https://fakultaeten.hu-berlin.de/de/sprachlit/international/lei>



LEI – First Activities in WiSe 2024/25

OCTOBER

- **13/10/2024 – Festival of Lights**

- **Where?** – Alexanderplatz - Weltzeituhr
- **What time?** – 6:30 p.m.



ORGANIZED BY KAROL

- **14/10/2024 – Campus Tour**

- **Where?** – Dorotheenstraße 24, main entrance
- **What time?** – 12:00 p.m.



LEI – First Activities in WiSe 2024/25

NOVEMBER

- **10/11/2024 – „Die Nacht von Lissabon“ (with English subtitles)**
 - Where? – [Maxim Gorki Theater](#)
 - What time? – Meeting time approx. 5:30 p.m. (performance 6:00 -8:10 p.m.)

ORGANIZED BY KAROL



DECEMBER

- **13/12/2024 – GDR Exhibition + Lucia's Day at the Christmas Market next to the Kulturbrauerei**
 - Where? – [Kulturbrauerei Berlin](#)
 - What time? – Meeting time approx. 4:30 p.m.





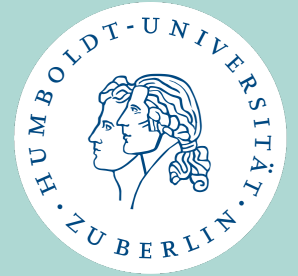
LEI – First Activities in WiSe 2024/25

... AND MORE

ORGANIZED BY KAROL

Detailed information for each activity will be provided via WhatsApp Group for SprachLit Incoming Students

- Join the group!
- Let's enjoy Berlin together!



WhatsApp Group for Incoming Students

- Created for Incoming Students at Faculty of Language, Literature and Humanities
- Started in 2023/24
- Join the group to network and exchange information with each other!
- Link:
<https://chat.whatsapp.com/KBkLgb6CE0S9m2uRUeYzvT>



SprachLit Incoming Students



Reminder

We offer consultations on a regular basis:

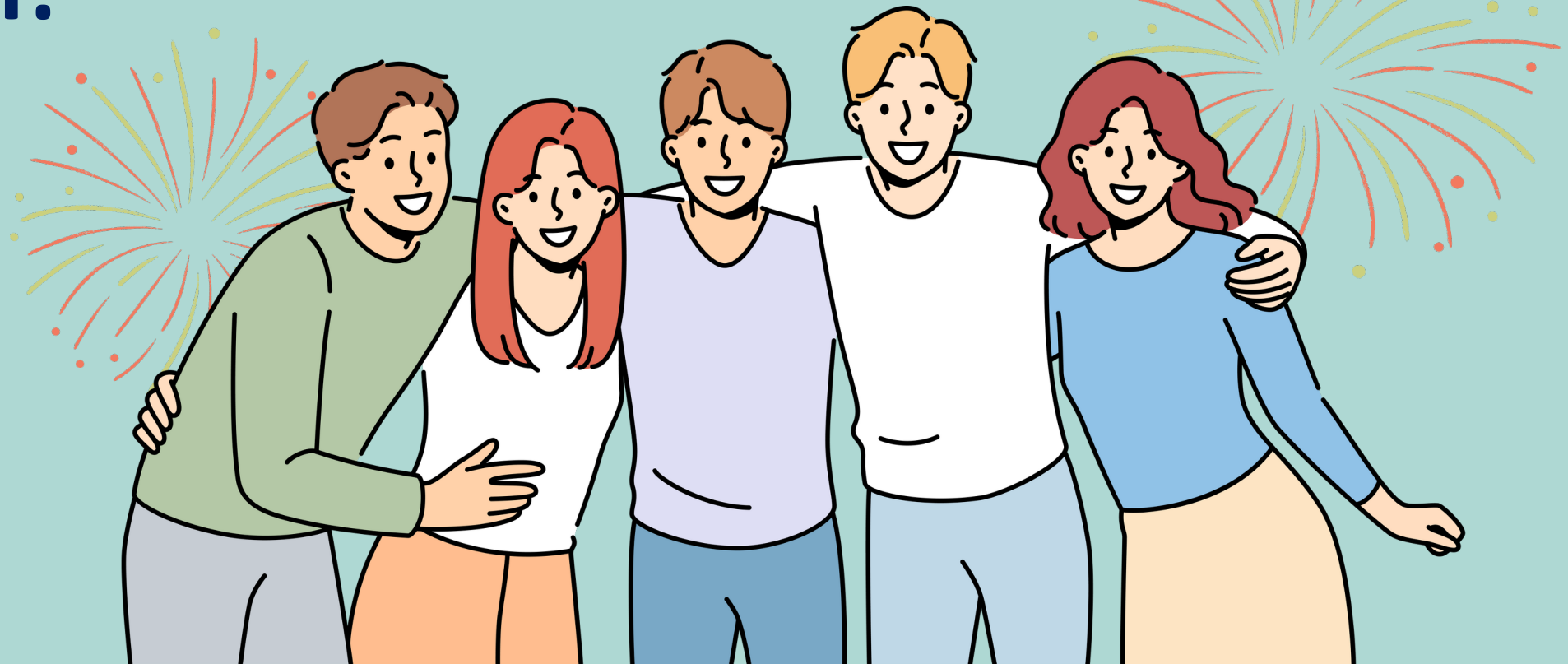
- Check our **website** “[Kontakt und Sprechzeiten](#)” for days and times
- Open consultation hours, **no appointment necessary!**
- Usually **in person** in our office (DOR24, R. 3.412/3.411), via **Zoom** or **phone**





**We wish all of you a successful
and inspiring time at HU and in
Berlin!**

International Office
Faculty of Language,
Literature and
Humanities



Questions? Comments? Concerns?

+

Networking!

+

Food & drinks!

