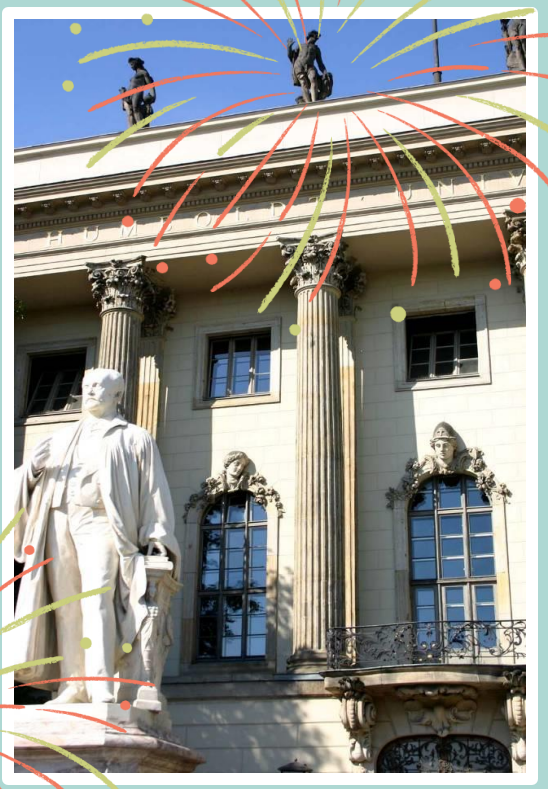
WELCOME Incoming Students of Summer Semester 2025!



Online Orientation Meeting – 26/02/2025

International Office
Faculty of Language, Literature and Humanities
Sprach- & literaturwissenschaftliche Fakultät

Humboldt-Universität zu Berlin

International Office – at Faculty

Head of International Office

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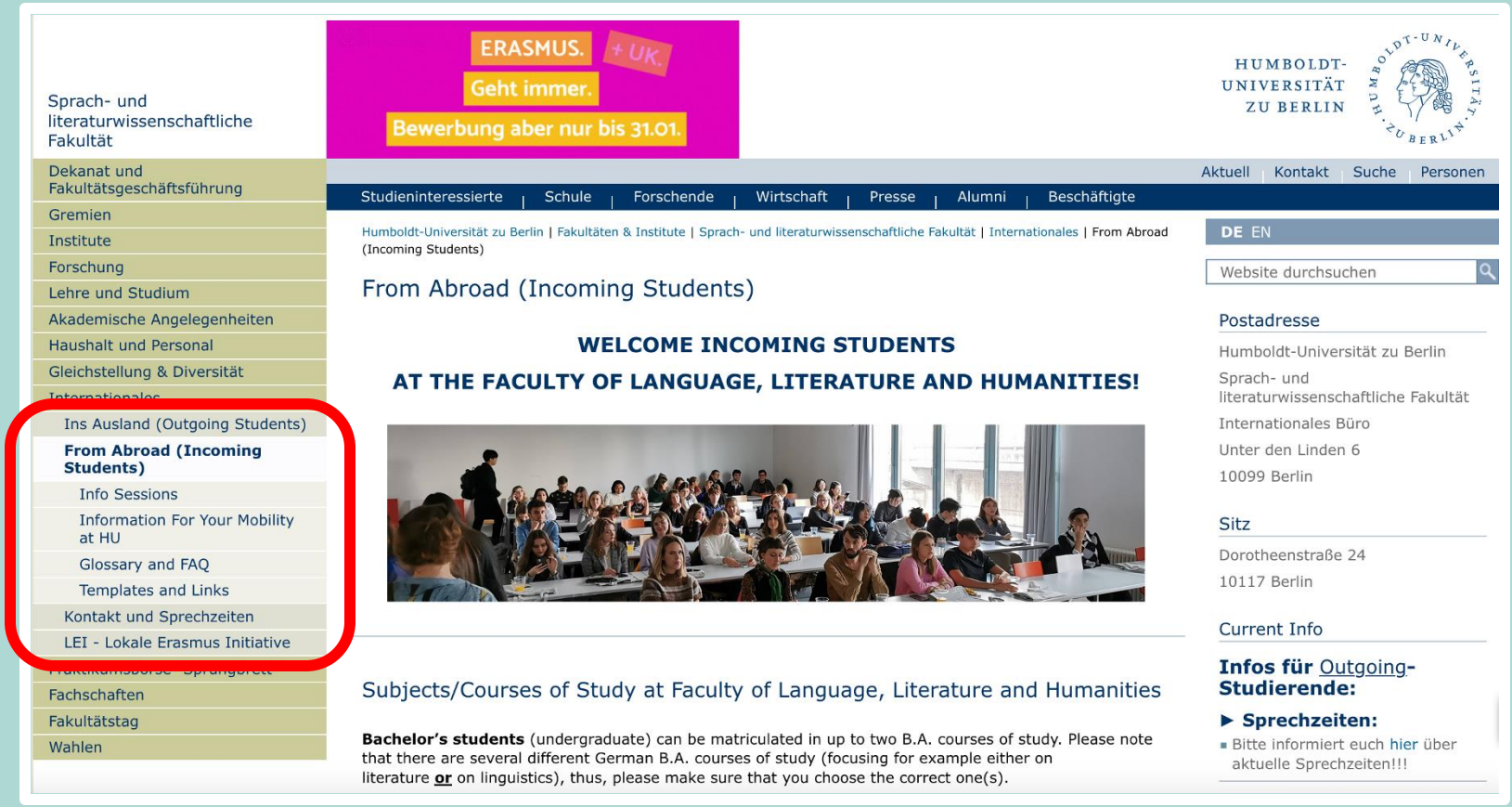
Questions about class selection, Learning Agreement, Transcript etc. to: ects.sprachlit@hu-berlin.de

For information on our current Incoming consultation hours please check our **website.**

WEBSITE

International Office – at Faculty

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



International Office – for HU

Incoming-Team

- E-Mail: exchange-students@hu-berlin.de
- Phone: +49 30 2093 46720
- individual consultations:
  - Monday 12:30 p.m. – 2:00 p.m.
  - Wednesday 10:00 a.m. – 12:00 p.m.
  - Unter den Linden 6, Room 2263

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.

Welcome Centre & HUGS (HU go study)

- University **support for international students**
- Workshops free of charge on various topics and events to meet new people and to network
- **HUGS Kick-off Zooms:** Study Organization, Cheap & Sustainable Berlin, Portals and Accounts, Campus Tours → **Register first!**
- **Welcome Services:** Accommodation, Registration in Berlin (Anmeldung), Visa Service, etc.

Quick Survey

- **Have you already found accommodation in Berlin?**
  - **Yes? → AWESEOME!!**
  - **No?**

  → Check this website (again): https://www.international.hu-berlin.de/de/an-die-hu/services-informationen/wohnen

  → Contact Incoming Team for HU via exchange-students@hu-berlin.de (possible places available in student dorms)

- **Who is already in Berlin?**

Topics

Start of Semester:

- Faculty / Departments
- Courses of Study
- Module Structure
- Class Selection
  - Which classes to take
  - Study Guides
  - Course catalogue (AGNES)
  - Sprachlit CC / Erasmus+ LA
- Certificate of Arrival
- *Class Registration on AGNES (Teaser)*

Other Information:

- Timeline Summer Semester 2025
- What you need to do now
- What you don‘t need to do
- WhatsApp Group for Incoming Students
- Local Erasmus+ Initiative (LEI)
- Reminder for upcoming events/dates

Questions / Comments / Concerns

Faculty of Language, Literature & Humanities

- Department of German Literature
- Department of German Studies and Linguistics
- Department of English and American Studies
- Department of Classical Philology
- Department of Romance Literatures and Linguistics
- Department of Slavic and Hungarian Studies
- Department of Northern European Studies

WEBSITE

Courses of Study

Bachelor

- German (ohne Lehramtsoption)
- German Literature
- German Linguistics
- Historical Linguistics
- American Studies
- English
- French
- Italian
- Spanish
- Greek
- Latin
- Russian
- Slavic Languages and Literatures
- Hungarian Literature and Culture
- Scandinavian Studies/Northern European Studies

Master

- German Literature
- Linguistics
- American Studies
- English Literatures
- Classical Philosophy
- Romance Cultures
- Cultures and Literatures of Central and Eastern Europe
- Slavic Languages
- Scandinavian Studies/Northern European Studies

Following Courses of Study are coordinated by several departments:

- European Literatures
- Euromaster for French and Francophone Studies *(only possible if you are part of this program at your home university)*

WEBSITE

Courses of Study

Bachelor's students (undergraduate)

- can be **matriculated in up to two B.A. courses of study**.
- Please note: 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).**
  - German – German Literature – German Linguistics

Master's students (graduate)

- can **only be matriculated in one M.A. course of study**.
- **Please note that as a B.A. student you cannot take M.A. classes and vice versa.**

WEBSITE

Module Structure

- Each **course of study consists of different modules,** which structure the course content thematically and chronologically.
- All modules that you need to take in a course of study are listed in study and examination regulations. (for degree students)
- A module **consists of several components** and **concludes with a final module examination**.
  - **Course types:** Lecture, Seminar, Tutorial, Exercise
  - **Exam types**: Written/Oral Exam, Take-Home-Exam, Term Paper/Essay

Module Structure

- To **complete a module** all **components** must have been **attended/completed** and a **final module examination (MAP)** must have been **passed**
- Each module and all associated courses and examinations are **allocated a certain number of credit points/ECTS.**
- **Final Module examination = Modulabschlussprüfung (MAP)**
  - exam is usually only taken in one or two courses of the module
  - **Exam grade applies to all components/courses of the module**
  - Grades are given in decimal numbers: 1,0 (excellent) - 4,0 (sufficient) = Pass; 5,0 = Fail

Module Structure

- For **exchange students at SprachLit Faculty** we **created Study Guides** → they **list all modules you can take**, including **which courses/components each module consists of**, the **ECTS per course/exam** and the **type of exam** for the module
  - Study Guides on our website
- **The topics of the courses may vary** from semester to semester.
  - There are usually several seminars to choose from, from which 1-2 are then selected.
  - Please refer to the **course catalogue (AGNES)** to find out which courses of a module are offered in specific semesters. But always keep Study Guides in mind!

Module Structure - Example

1

Modul 8: Text- und Medienanalyse I (9 ECTS)			
Art der Veranstaltung	**Titel**	**SWS**	**LP/ECTS**
SE	Wähle ein Seminar der AGNES-Liste von Modul 8	2	3
SE	Wähle ein weiteres Seminar der AGNES-Liste von Modul 8	2	3
MAP	Hausarbeit (ca. 12 Seiten/24.000 Zeichen)		3
	TOTAL ECTS		**9**

1 Snippet from **Study Guide** B.A. Deutsch / German

Module 8: You have to attend 2 seminars and write a term paper as your final exam in one of the seminars.

2

Modul 8: Text- und Medienanalyse I

Vst.-Nr.	Veranstaltung	Vst.-Art	Veranstaltungsformat	Aktion
5210005	Autorinnen der Weimarer Republik - Vedder	Seminar	Präsenz	belegen/ abmelden
5210006	Dramen des Naturalismus - Willer	Seminar	Präsenz	belegen/ abmelden
5210007	Lesen als Praxis der Kritik. Strukturalismus - Psychoanalyse - Dekonstruktion - Distant Reading - Matala de Mazza	Seminar	Präsenz	belegen/ abmelden
5210008	Die Novelle. Theorie und Textanalysen - NN	Seminar	Präsenz	belegen/ abmelden
5210009	Inszenierung von Autor:innenschaft in der Gegenwart - Schmidt	Seminar	Präsenz	belegen/ abmelden
5210010	Narrationen der Klinik und der 'ärztliche Blick' im 20. Jh. - Leon-Villagra	Seminar	Präsenz	belegen/ abmelden
5210011	Krieg im Film - Hißnauer	Seminar	Präsenz	belegen/ abmelden
5210012	„Filmisches Schreiben" in der Stummfilmära - NN	Seminar	Präsenz	belegen/ abmelden
5210013	Kulturgeschichte der Grimm'schen Märchen bis heute - Friemel	Seminar	Präsenz	belegen/ abmelden
5210203	Begleitendes Tutorium zur Text- und Medienanalyse - NN	Tutorium	Präsenz	belegen/ abmelden

2 Snippet from **course catalogue (AGNES)** for Winter Semester 24/25 B.A. Deutsch / German

You choose 2 seminars from the offered courses.
And you can also attend the tutorial, but won't get ECTS for that.

Class Selection

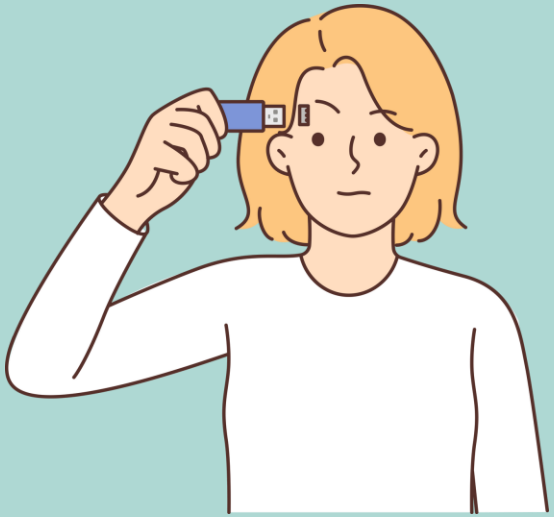
Things you need to check in advance

Which classes you can take

Where you can find the classes

Which documents you need to fill out

SprachLit CC– Erasmus+ (O)LA



Class Selection:

Things you need to check in advance

- **Are you enrolled in the right course(s) of study?**
  - BA students can choose up to two courses of study
  - MA students must choose one
  - → Please contact us (ects.sprachlit@hu-berlin.de) if changes are necessary

HUMBOLDT-UNIVERSITÄT ZU BERLIN

Provisional confirmation for international students for programme studies at Humboldt-Universität zu Berlin

Program:	**University partnerships**
Matriculation ID:	[redacted]
Name:	
Date of Birth:	
First subject of study:	**B.A. Deutsch/German (Undergraduate / Bachelor)**
Second subject of study (if applicable):	

The above-mentioned student has been confirmed for **1 semester(s)** and invited to enroll at Humboldt-Universität. This period of study will not be equivalent to an academic degree.

WEBSITE

Class Selection:

Things you need to check in advance

- **Check with your home university if you only need ECTS or also exams/grades**
  - HU has no requirements on how many classes/ECTS you need
  - If you **only need ECTS** but no exams/grades: **you can choose single classes**
  - If you need **ECTS <u>and</u> exams/grades**: **complete whole modules** following study regulation/Study Guide

WEBSITE

Class Selection:

Please also note …

- **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 MODULE CAN ONLY BE TAKEN ONCE!**
- **No individual arrangements**
  - Incoming Students **cannot** make any individual arrangements with instructors. Everything must be confirmed by us.

WEBSITE

Class Selection:

Which classes can you take?

- **Classes from your course(s) of study (at SprachLit faculty)**
  - Regular modules / single classes
  - Special modules (if available)
- In case of second matriculation at another faculty (only B.A.): classes from your second course of study
- Courses from the **Überfachlicher Wahlpflichtbereich** (= üWP)
- **Language courses** from the Language Centre
- **Berlin Perspectives courses**

WEBSITE

Class Selection:

Classes from your course of study

- **Regular modules / single classes**
  - They are from the course(s) of study you are enrolled in
  - You find an overview of possible modules /classes for your course of study in our **Study Guides**
    - Study guides are available for most courses of study at SprachLit faculty. For some subjects without guides, the study and examination regulations must be used.
  - You can **choose whole modules** → you get **ECTS + exam/grade**
  - Or you **choose single classes** → if you don't need exam/grades, **you will just receive ECTS** for completed classes
  - You register for classes via **AGNES** (after receiving HU Account)

WEBSITE

Class Selection:

Classes from your course of study

- **Special Modules / Zusatzmodule**
  - In the Study Guides you can also find **special modules for Incomings** that you can choose
  - these are offered only in the following B.A. courses of study:
    - B.A. German / German Literature / German Linguistics / Historical Linguistics
    - B.A. English /American Studies
    - B.A. French / Italian / Spanish
    - B.A. Scandinavian Studies/Northern European Studies
  - Please always check the course catalogue (AGNES) if all components of the special module are offered, otherwise you unfortunately cannot take it this semester.

WEBSITE

Class Selection:

Courses from üWP

- **What are üWP Courses?**
  - **ü**berfachlicher **W**ahl**p**flichtbereich = üWP = Interdisciplinary compulsory elective area
  - Courses for the **acquisition of interdisciplinary skills**, such as gender competences and intercultural competences, and the acquisition of key qualifications.
- the courses / modules cannot be from the course(s) of study you are enrolled in
- **You can take üWP classes from other courses of study at SprachLit faculty, other faculties or central institutions**.
- max. 2 courses / modules per semester
- only ECTS **no** exams/grades possible!
- üWP classes can be found in the course catalogue (AGNES) → **Only classes listed there count as üWP classes!**

WEBSITE

Class Selection:

Other Courses

- **Language courses at the Language Centre**
  - ECTS and graded exam
  - Course fees!
  - registration via the website of the Language Centre

Please always verify with your home university in case of recognition.

- **Berlin Perspectives Courses**
  - Interdisciplinary seminars with a focus on Berlin
  - ECTS and grade
  - registration via AGNES
  - In case of questions please contact berlin.perspectives@hu-berlin.de

WEBSITE

Class Selection:

Where can you find the classes?

Study Guides of SprachLit Faculty

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

Course Catalogue (AGNES)

- The **courses (and their 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 → for Summer Semester 2025

WEBSITE

Class Selection: Courses from your Course of Study

Study Guides

B.A.	M.A.
B.A. German (Deutsch ohne Lehramtsoption)	M.A. German Literature (M.A. Deutsche Literatur)
B.A. German Literature (Deutsche Literatur)	M.A. Linguistics (M.A. Linguistik)
B.A. German Linguistics (Germanistische Linguistik)	M.A. American Studies (M.A. Amerikanistik)
B.A. Historical Linguistics (Historische Linguistik)	M.A. English Literatures (M.A. Englische Literaturen)
B.A. American Studies (B.A. Amerikanistik)	M.A. Classical Philology (M.A. Klassische Philologie)
B.A. English (B.A. Englisch)	M.A. Romance Cultures (M.A. Romanische Kulturen)
B.A. Greek (B.A. Griechisch)	M.A. Cultures and Literatures of Central and Eastern Europe (M.A. Kulturen und Literaturen Mittel- und Osteuropas)
B.A. Latin (B.A. Latein)	M.A. Slavic Languages (M.A. Slawische Sprachen)
B.A. French (B.A. Französisch)	M.A. Scandinavian/Northern European Studies (M.A. Skandinavistik/Nordeuropa-Studien)
B.A. Italian (B.A. Italienisch)	M.A. European Literatures (M.A. Europäische Literaturen)
B.A. Spanish (B.A. Spanisch)	Euromaster for French and Francophone Studies (Euromaster Französische und Frankophone Studien)
B.A. Russian (B.A. Russisch)	
B.A. Slavic Languages and Literatures (B.A. Slawische Sprachen und Literaturen)	
B.A. Hungarian Literature and Culture (B.A. Ungarische Literatur und Kultur)	
B.A. Scandinavian/Northern European Studies (B.A. Skandinavistik/Nordeuropa-Studien)	

Snippet from our website:

Just click on the name of your course of study
→ PDF file of Study Guide will open

Study Guides - Example

Sprach- und literaturwissenschaftliche Fakultät

Study Guide for B.A. American Studies

General information

If you are enrolled in **B.A. American Studies**, you are only allowed to choose from:

1. B.A. American Studies special modules (under "Bachelorstudiengang Amerikanistik (Programmstudierende)" on AGNES)
   - Please note that you **cannot** combine the **special modules A and B** nor the **special modules A and C** during **Winter Semester**
2. B.A. English special modules
3. Language Practice courses
   - You can choose 1-2 ungraded B.A. **Language Practice courses as single classes** (Sprachpraxis) per semester. Since the list on AGNES combines B.A. and M.A. classes, please check that it is a B.A. class by clicking on the class and scrolling down to "Studiengänge." Registration is via AGNES.

Please note which modules are available during the **Winter and Summer Semester**.

Important remarks

Please note that you are **only** allowed to choose from these modules above and not from any other modules that you might find on AGNES or online.

If the table shows the name of a specific class (e.g. "American Cultural History"), you must choose this class on AGNES. If it says "Choose one lecture/seminar" etc. then you can freely choose from the list on AGNES.

- On the first page there is always **general information about which courses you can choose from**.
- You will also find **direct links to the course catalogue** for the current semester.
- Please note that only the Study Guides for English/American Studies are in English. All others are in German.

Study Guides - Example

Study Guide for B.A. American Studies

SUMMER SEMESTER

1. B.A. American Studies Special Modules

Option A: Literature, Culture, and Media in American Society (10 ECTS)

Course type	Title/Module	Hours per week/SWS	ECTS
SE	Choose one seminar from the list on AGNES for Option A	2	4
SE	Choose another seminar from the list on AGNES for Option A	2	4
MAP	Term paper or oral exam in one of the seminars		2
	TOTAL ECTS		**10**

Option B: American Literary History (10 ECTS)

Course type	Title/Module	Hours per week/SWS	ECTS
VL	American Literary History II	1	1
UE	Lektüreübung: American Literary History II	1	2
SE	Choose one seminar from the list on AGNES for Option B	2	4
MAP	Term paper or oral exam in Seminar on Literature, Culture, and Media in American Society		3
	TOTAL ECTS		**10**

Option C: Linguistics and Literature/Culture (10 ECTS)

Course type	Title/Module	Hours per week/SWS	ECTS
SE	Introduction to Language	2	4
SE	Choose one seminar from the list on AGNES for Option C	2	4
MAP	Term paper or oral exam in Seminar from Option C		2
	TOTAL ECTS		**10**

- On the following pages all possible modules are listed and described, **divided into winter and summer semester**.
- The title, type and number of courses, type of examination and the number of ECTS per course/examination are given for each module.
- SWS = semester hours per week → They indicate the number of hours that a course comprises per week.

Study Guides - Example

- To **complete a module** you have to attend and **pass all listed courses** as well as **pass the final module exam**
  - **Example: Module Option B – Special Module (B.A. American Studies)**
    - Take 1 VL (lecture), 1 UE (exercise) and 1 SE (seminar) + 1 exam
    - → after completion you will receive 10 ECTS + grade for module

Option B: American Literary History (10 ECTS)			
Course type	**Title/Module**	**Hours per week/SWS**	**ECTS**
VL	American Literary History II	1	1
UE	Lektüreübung: American Literary History II	1	2
SE	Choose one seminar from the list on AGNES for Option B	2	4
MAP	Term paper or oral exam in Seminar on Literature, Culture, and Media in American Society		3
	TOTAL ECTS		**10**

- During the semester you will receive more info about the exam from your lecturer
- After/while checking the study guide → **check the course catalogue (AGNES)** to choose the **available courses for the semester**

Class Selection:

Course Catalogue (AGNES)

- Website: https://agnes.hu-berlin.de/

- Make sure that the correct semester is selected.
- Select ‘Vorlesungs-verzeichnis’ / ‘Course Catalogue’ from the left sidebar.
- You can change the language to English. But some info may still be in German.

Class Selection:

Course Catalogue (AGNES)

- Navigate through the course catalogue until you have reached your course of study

→ Faculties

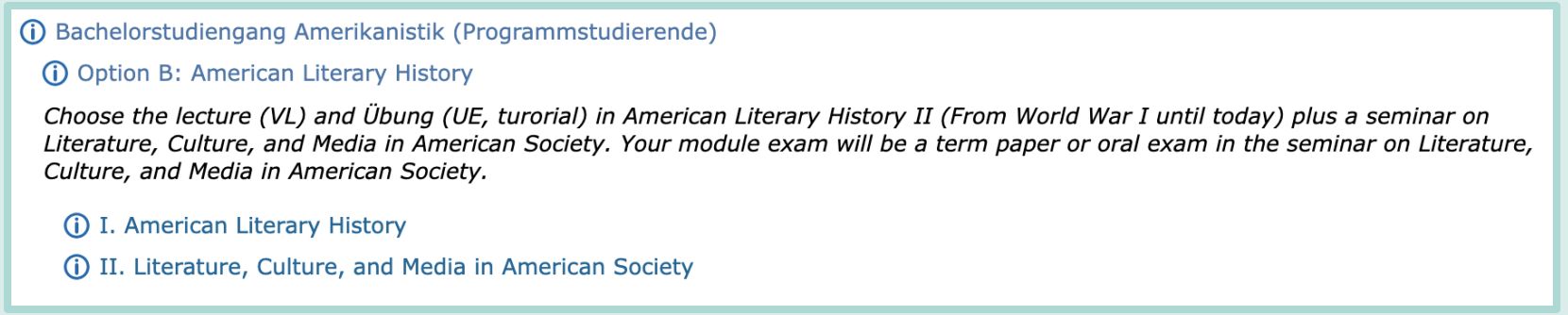
→ Departments

→ Study level (BA/MA)

→ Course of Study

Class Selection:

Course Catalogue (AGNES) - Example



- Again example from B.A. American Studies – Module Option B
- **Remember the info from Study Guide:**

  take 1 VL (lecture), 1 UE (exercise) and

  1 SE (seminar) + 1 exam
- **On AGNES:** Click on Module Option B

Class Selection:

Course Catalogue (AGNES) - Example

- They offer 1 VL (lecture) + 1 UE (exercise) → you have to take both
- They offer 4 seminars → you choose 1 SE (seminar) (depending on interest or seminar time)

Option B: American Literary History

I. American Literary History

Vst.-Nr.	Veranstaltung	Vst.-Art	Veranstaltungsformat	Aktion
5250023	American Literary History II: 1918 to the Present - Boesenberg	Vorlesung	Präsenz	
5250024i	Lektüreübung 1 - Boesenberg	Übung	Präsenz	belegen/ abmelden

Option B: American Literary History

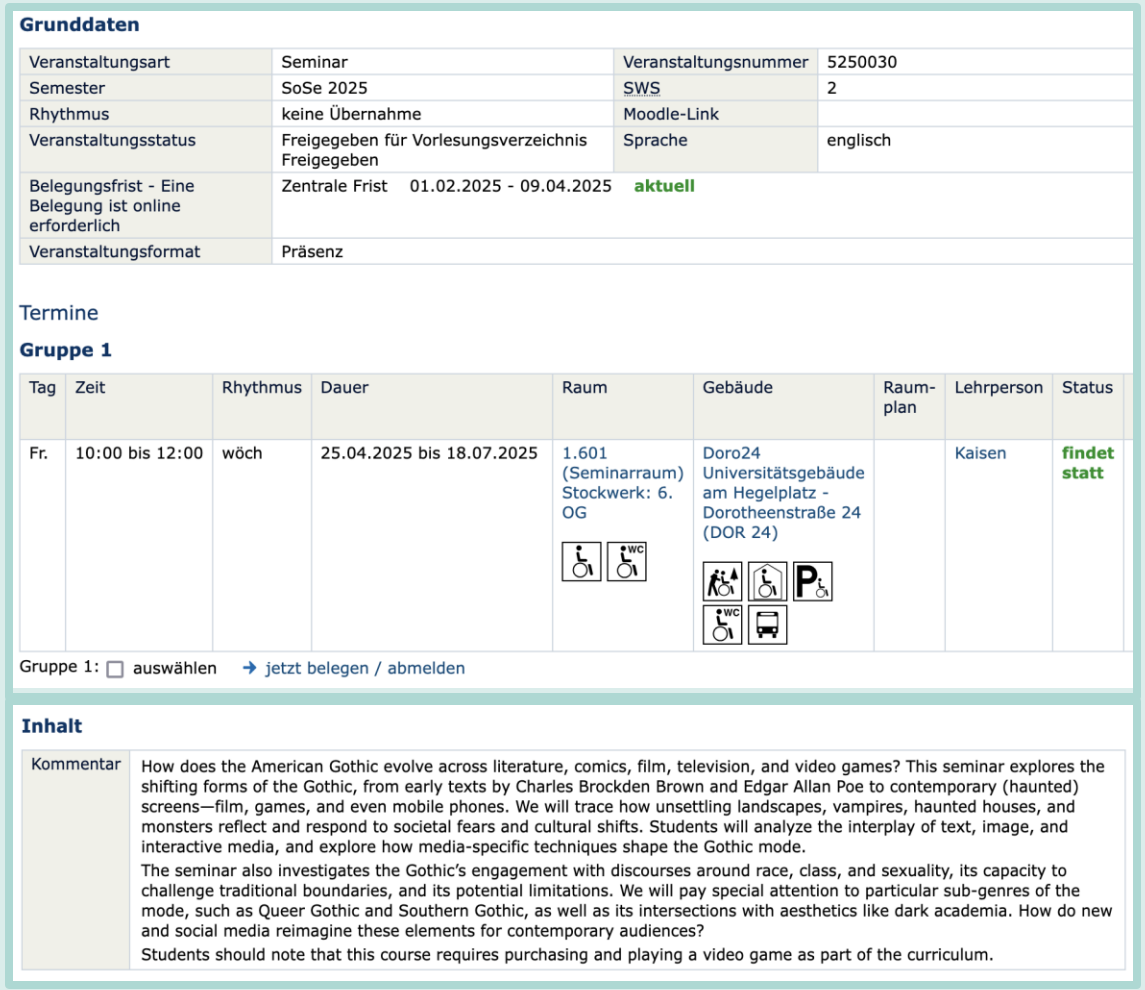
II. Literature, Culture, and Media in American Society

Vst.-Nr.	Veranstaltung	Vst.-Art	Veranstaltungsformat	Aktion
5250027	Literary Representations: Diasporic Literatures and the Aesthetics of Temporality - N.	Seminar	Präsenz	belegen/ abmelden
5250028	Literary Representations: Contemporary Trans and Queer Poetry - Verlinden	Seminar	Präsenz	belegen/ abmelden
5250030	Culture and Media: Haunted Screens: The American Gothic Across Media - Kaisen	Seminar	Präsenz	belegen/ abmelden
5250031	Culture and Media: Visualizing the Harlem Renaissance - Löbbermann	Seminar	Präsenz	belegen/ abmelden

Class Selection:

Course Catalogue (AGNES) - Example

- 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 can also register for the course on this page later on



Grunddaten

Veranstaltungsart	Seminar	Veranstaltungsnummer	5250030
Semester	SoSe 2025	SWS	2
Rhythmus	keine Übernahme	Moodle-Link	
Veranstaltungsstatus	Freigegeben für Vorlesungsverzeichnis Freigegeben	Sprache	englisch
Belegungsfrist - Eine Belegung ist online erforderlich	Zentrale Frist 01.02.2025 - 09.04.2025 aktuell		
Veranstaltungsformat	Präsenz		

Termine

Gruppe 1

Tag	Zeit	Rhythmus	Dauer	Raum	Gebäude	Raum-plan	Lehrperson	Status
Fr.	10:00 bis 12:00	wöch	25.04.2025 bis 18.07.2025	1.601 (Seminarraum) Stockwerk: 6. OG	Doro24 Universitätsgebäude am Hegelplatz - Dorotheenstraße 24 (DOR 24)		Kaisen	findet statt

Gruppe 1: ☐ auswählen → jetzt belegen / abmelden

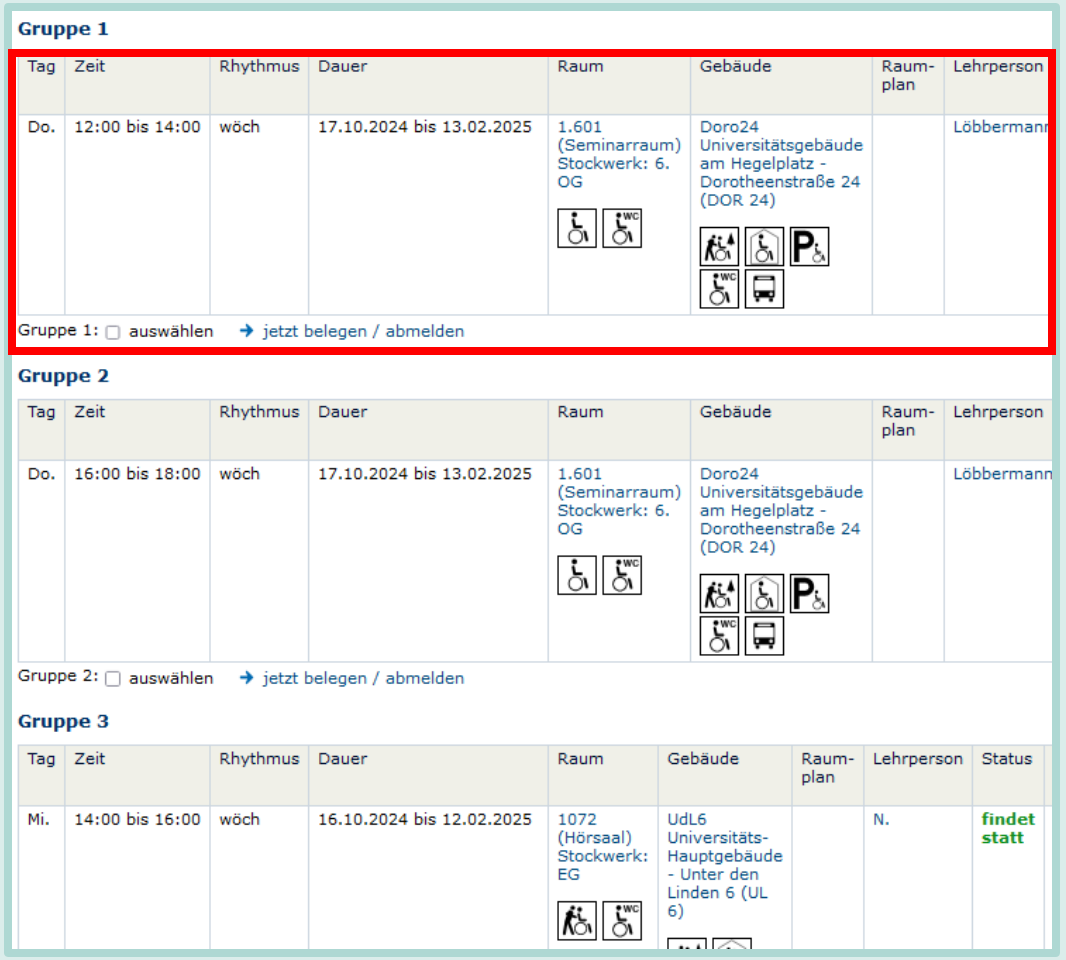
Inhalt

Kommentar	How does the American Gothic evolve across literature, comics, film, television, and video games? This seminar explores the shifting forms of the Gothic, from early texts by Charles Brockden Brown and Edgar Allan Poe to contemporary (haunted) screens—film, games, and even mobile phones. We will trace how unsettling landscapes, vampires, haunted houses, and monsters reflect and respond to societal fears and cultural shifts. Students will analyze the interplay of text, image, and interactive media, and explore how media-specific techniques shape the Gothic mode. The seminar also investigates the Gothic's engagement with discourses around race, class, and sexuality, its capacity to challenge traditional boundaries, and its potential limitations. We will pay special attention to particular sub-genres of the mode, such as Queer Gothic and Southern Gothic, as well as its intersections with aesthetics like dark academia. How do new and social media reimagine these elements for contemporary audiences? Students should note that this course requires purchasing and playing a video game as part of the curriculum.

Class Selection:

Course Catalogue (AGNES) - Example

- **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 select one group.**
- For the class selection, it is only relevant to **enter the correct lecturer in the SprachLit CC.**
- And make a **note for yourself which group you have chosen** to later register for the group you wanted.



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: ☐ 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: ☐ 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

Class Selection:

Which documents do you have to fill out?

SprachLit Course Confirmation	Erasmus+ (Online) Learning Agreement
• You will use this document throughout your exchange semester **exclusively for courses from the Faculty of Language, Literature, and Humanities (SprachLit Faculty).**	• If your semester abroad at HU-Berlin is **part of Erasmus+,** you must record your course choices in a Learning Agreement. • This is signed by you, your subject coordinator at your home university and the international office (SprachLit) at HU-Berlin.

WEBSITE

Class Selection:

Which classes on which document?

On Sprachlit Course Confirmation

- **classes from your course(s) of study at the Faculty of Language, Literature, and Humanities** (Sprachlit Faculty)
- **üWP courses**

On Erasmus+ (Online) Learning Agreement

- Everything you put on your SprachLit CC
- Regular modules/single classes of your second course of study at another faculty (if applicable)
- Language courses from the Language Centre
- Berlin Perspectives courses

WEBSITE

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) + üWP courses.
- **Obligatory** in order to receive Transcript of Records from SprachLit Faculty after your semester/stay at HU.

- You can find the **PDF template** here
  - Please **use Adobe Reader** to fill out the PDF form

WEBSITE

Class Selection:

SprachLit CC – Use throughout semester

At the start of the semester:

- **Select Your Courses:** from the SprachLit Faculty before the semester begins, using our Study Guides and AGNES, and complete the form.
- **Submit the Form:** Upload your completed SprachLit CC to the International Office-HU Box* (link provided via email/on our website) after the semester starts
  - → **Deadline for Upload: April 23, 2025**
  - If there are any issues with your course choices, the International Office will contact you.

* HU Box = is a cloud, to share/upload/download files

WEBSITE

Class Selection:

SprachLit CC – Use throughout semester

At the end of the semester:

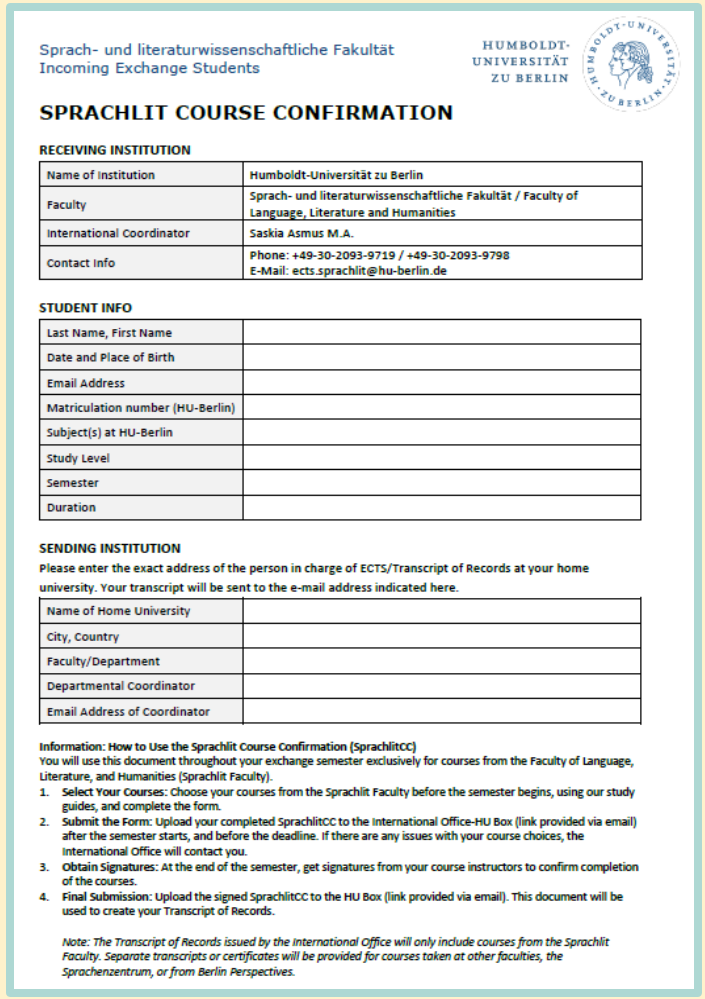
- **Obtain Signatures:** At the end of the semester, get signatures from your course instructors to confirm completion of the courses.
- **Final Submission:** Upload the **signed SprachlitCC** to the HU Box (link provided via email/on our website at the end of the semester). This document will be used 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 Language Center, or from Berlin Perspectives.

WEBSITE

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

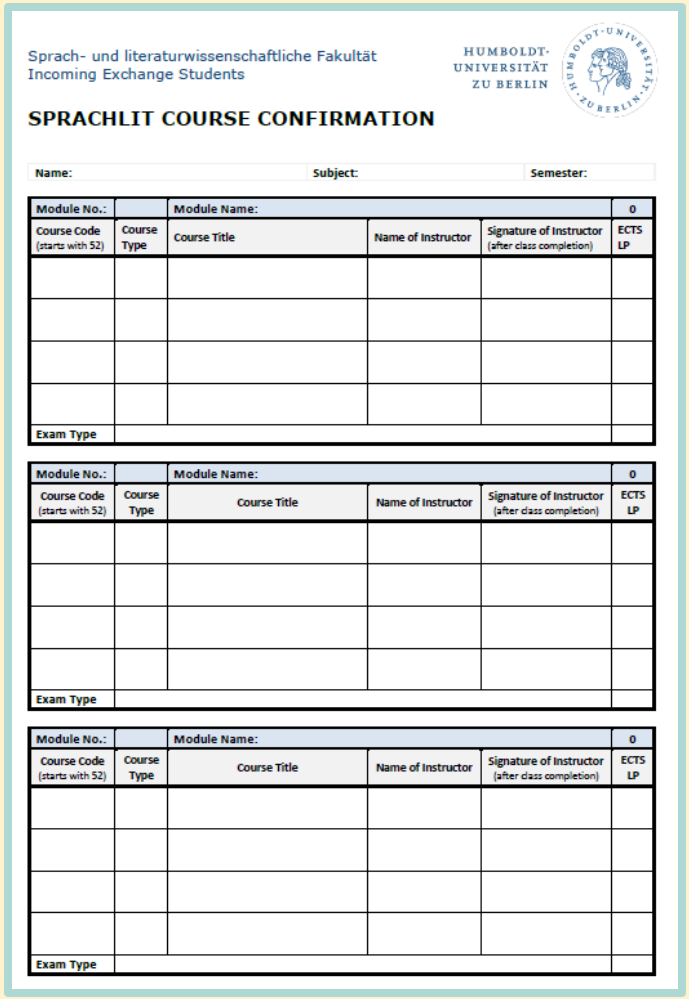
Please enter the exact address of the person in charge of ECTS/Transcript of Records at your home university. Your transcript will be sent to the e-mail address indicated here.

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).

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.



Sprach- und literaturwissenschaftliche Fakultät
Incoming Exchange Students

HUMBOLDT-UNIVERSITÄT ZU BERLIN

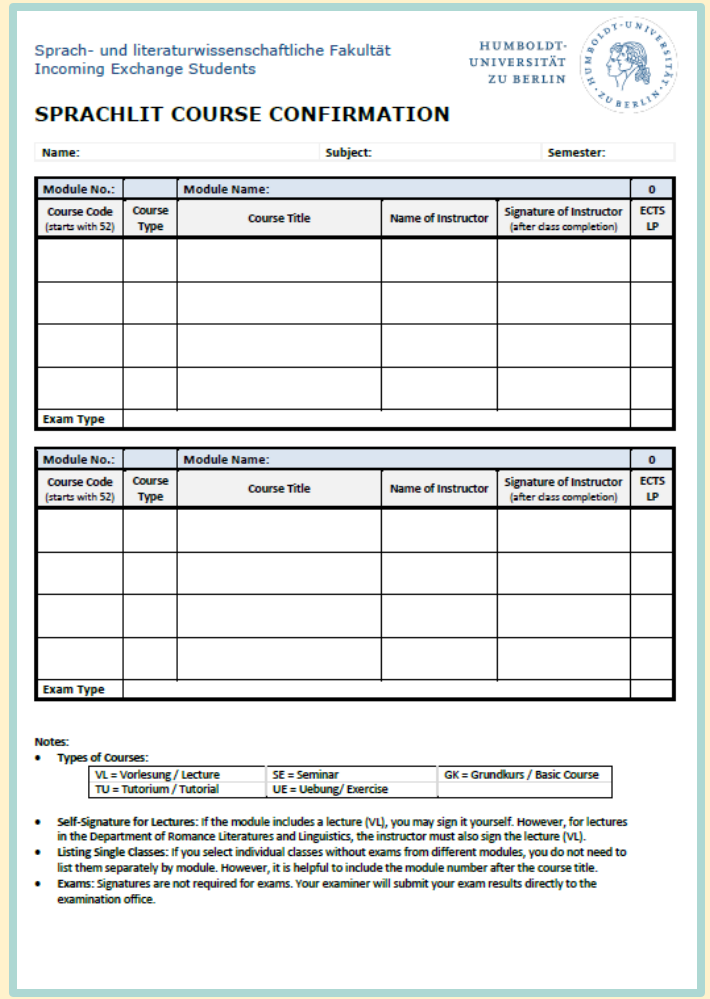
SPRACHLIT COURSE CONFIRMATION

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					



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					

Notes:

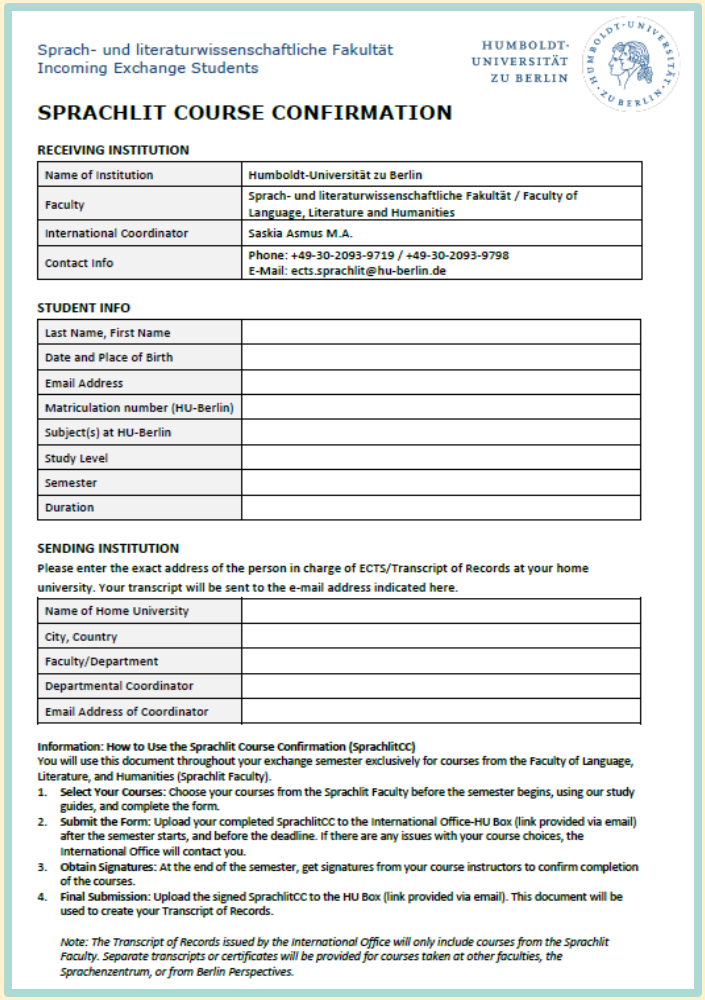
- **Types of Courses:**

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.

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).

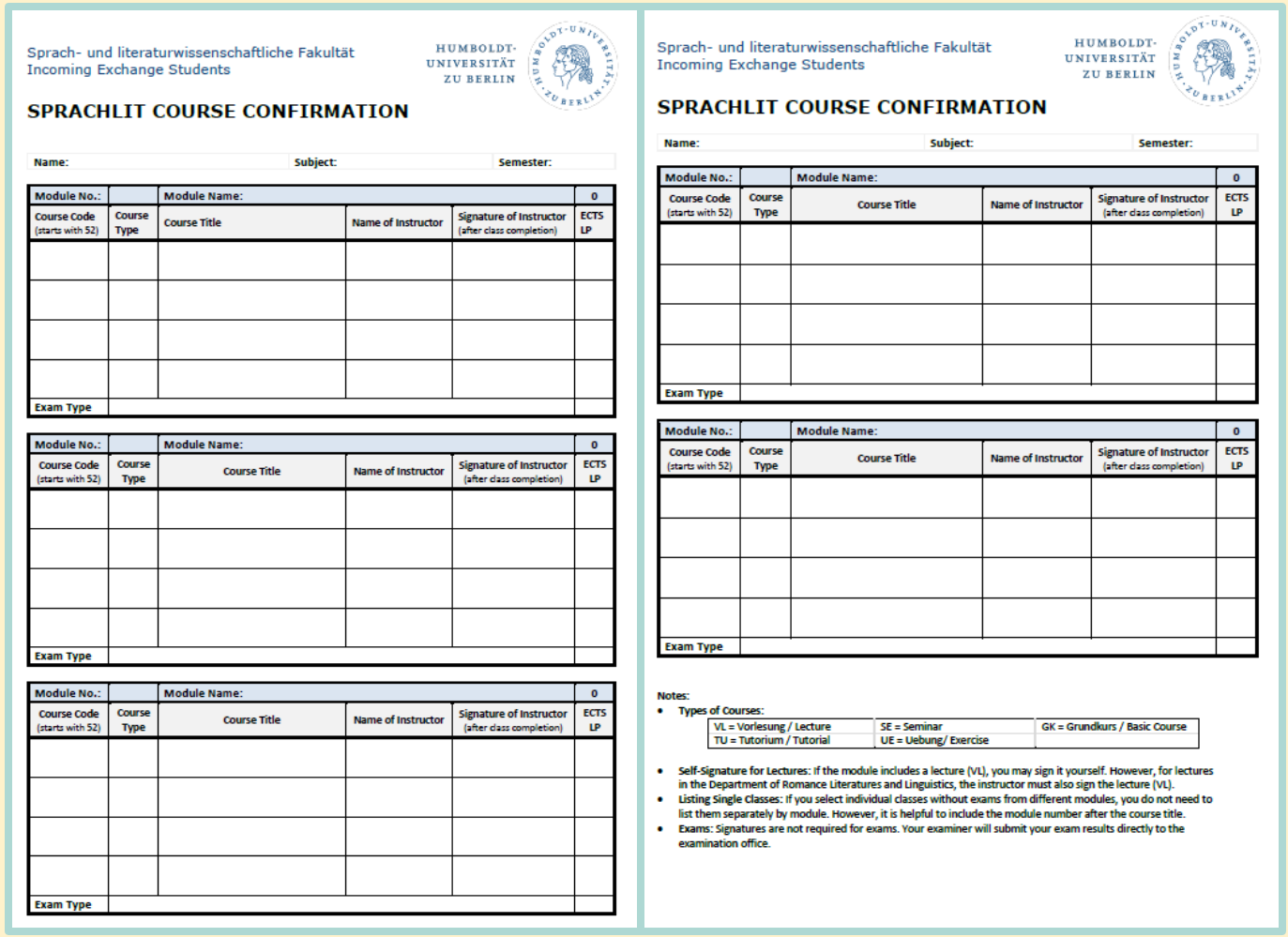
1. **Select Your Courses:** Choose your courses from the Sprachlit Faculty before the semester begins, using our study guides, and complete the form.
2. **Submit the Form:** Upload your completed SprachlitCC to the International Office-HU Box (link provided via email) after the semester starts, and before 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.**
- There you also find information on how to use 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					

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					

Notes:

- Types of Courses:

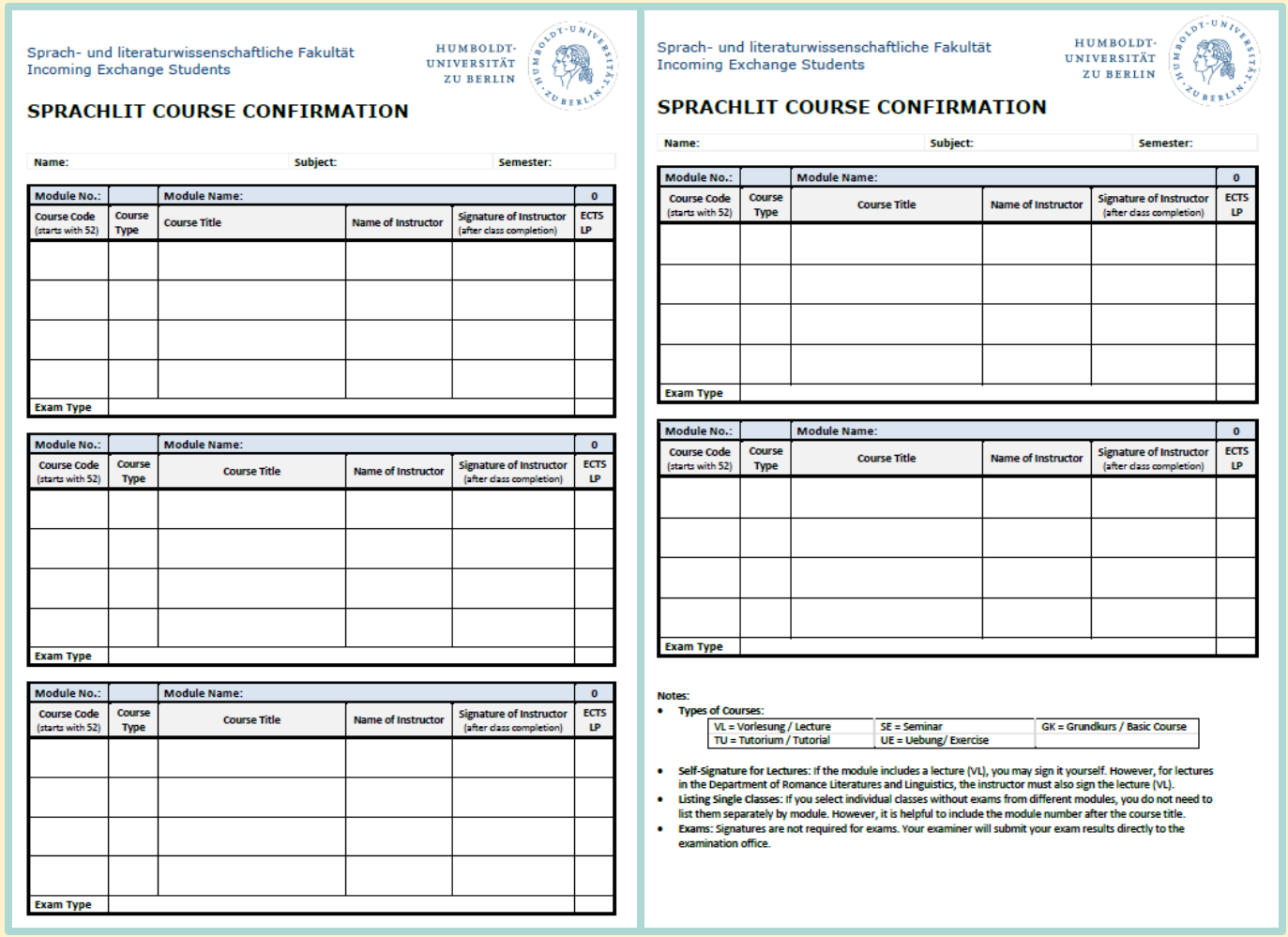
VL = Vorlesung / Lecture	SE = Seminar	GK = Grundkurs / Basic Course
TU = Tutorium / Tutorial	UE = Uebung/ Exercise	

- 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 + üWP.
- 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

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					

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					

Notes:

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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:

How to fill out SprachLit CC

- In order to fill out SprachLit CC → you will **follow the steps on how to proceed with Class Selection**
- There are **3 basic steps**!

1. Check **Study Guide** of the course(s) of study you are matriculated in
2. Search for the module in the **course catalogue (AGNES)** and **select courses**
3. Put module and it's components on your **SprachLit CC**

WEBSITE

Class Selection:

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!**

WEBSITE

Class Selection:

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 per semester. If possible, choose other exam forms.**
- Remember: Tutorials are usually voluntary. Incoming students cannot receive ECTS for them!
- **It is your responsibility that your classes do not overlap!**

WEBSITE

Class Selection:

SprachLit CC – Example American Studies

If you need exam / grades: select modules (including exam)

Option B: American Literary History (10 ECTS)			
Course type	**Title/Module**	**Hours per week/SWS**	**ECTS**
VL	American Literary History II	1	1
UE	Lektüreübung: American Literary History II	1	2
SE	Choose one seminar from the list on AGNES for Option B	2	4
MAP	Term paper or oral exam in Seminar on Literature, Culture, and Media in American Society		3
	TOTAL ECTS		**10**

Step 1:

- Find module and check module structure for special module Option B from **Study Guide**

ⓘ Option B: American Literary History

ⓘ I. American Literary History

Vst.-Nr.	Veranstaltung	Vst.-Art	Veranstaltungsformat	Aktion
5250023	American Literary History II: 1918 to the Present - Boesenberg	Vorlesung	Präsenz	
5250024i	Lektüreübung 1 - Boesenberg	Übung	Präsenz	belegen/ abmelden

ⓘ Option B: American Literary History

ⓘ II. Literature, Culture, and Media in American Society

Vst.-Nr.	Veranstaltung	Vst.-Art	Veranstaltungsformat	Aktion
5250027	Literary Representations: Diasporic Literatures and the Aesthetics of Temporality - N.	Seminar	Präsenz	belegen/ abmelden
5250028	Literary Representations: Contemporary Trans and Queer Poetry - Verlinden	Seminar	Präsenz	belegen/ abmelden
5250030	Culture and Media: Haunted Screens: The American Gothic Across Media - Kaisen	Seminar	Präsenz	belegen/ abmelden
5250031	Culture and Media: Visualizing the Harlem Renaissance - Löbbermann	Seminar	Präsenz	belegen/ abmelden

Step 2:

- Check course options on **AGNES** for Summer Semester 2025 for this module
- Select all courses according to module structure
- The courses framed in red were selected

Class Selection:

SprachLit CC – Example American Studies

Step 3:

- Put selected courses from course catalogue (AGNES) and according to module structure from study guide on **SprachLit CC** document

Module No.:	B	**Module Name:** American Literary History			10
Course Code (starts with 52)	**Course Type**	**Course Title**	**Name of Instructor**	**Signature of Instructor** (after class completion)	**ECTS LP**
5250023	VL	American Literary History II: 1918 to the Present	Bosenberg		1
5250024	UE	Leküreübung 1	Bosenberg		2
5250030	SE	Culture and Media: Haunted Screens: The American Gothic Across Media	Kaisen		4
	??				
Exam Type	Term Paper/Hausarbeit				3

You will collect the signatures of the course instructors at the end of the semester.

We will inform you in more detail at the end of the semester.

Class Selection:

SprachLit CC – Example American Studies

If you only need ECTS: select single classes (no exams!)

- **Step 1:** Check **Study Guide** to see which courses you can take
  - Simply scan through the modules and see which ones have piqued your interest
- **Step 2:** Then check the **course catalogue (AGNES)** for the selected modules to see which courses are on offer this semester
  - Choose some courses (depending on how many ECTS you need)
- **Step 3:** Add the courses to your **Sprachlit CC**.
  - You can also write 'Single classes' instead of Module title in the table and then list courses from different modules below it
  - It can be helpful to add the module number in brackets after the course title
  - In the field for Exam type, select 'no exam'

Class Selection:

SprachLit CC – Example American Studies

If you only need ECTS: select single classes (no exams!)

- **Steps 1-3 are the same**
  - You don‘t have to choose all courses from a module, you can **just pick single classes from different modules**
  - → **Please only choose classes that are listed in the Study Guides!**
- Don‘t forget to check that courses are **not overlapping**!

Module No.:		Module Name: Single Classes			12
Course Code (starts with 52)	Course Type	Course Title	Name of Instructor	Signature of Instructor (after class completion)	ECTS LP
5250053	VL	American Cultural History (Option B)	Prof. Dr. phil Martin Klepper		2
52500055i	SE	Einführung in die Literaturwissenschaft: Textanalyse (Option A)	Onur Karaköse, Dr. phil. Dorothea Löbbermann		3
5250084i	SE	Code Switching (EL1)	Dr. phil. George Smith		3
5250058	SE	Paradigms of American Literature: The Politics of American Drama (Option C)	Onur Karaköse		4
Exam Type	No exam				

- Mon, 4 - 6 p.m.
- Thu, 12 – 2 p.m.
- Wed, 4 - 6 p.m.
- Thu, 10 a.m. – 12 p.m.

Class Selection:

SprachLit CC – Example BA German

- **Step 1:** Choose module(s) from Study Guide and check the module structure
- For example: Module 15 can bet taken in SoSe and is part of the „fachlicher Wahlpflichtbereich“
- Module consists of 1 VL + 1 SE (+ MAP/exam)

Modul 15: Sprachliche Variation (6 ECTS)			
Art der Veranstaltung	**Titel**	**SWS**	**LP/ECTS**
VL	Wähle eine Vorlesung der AGNES-Liste von Modul 15	2	2
SE	Wähle ein Seminar der AGNES-Liste von Modul 15	2	3
MAP	Mündliche Prüfung (ca. 30 Minuten)		1
	TOTAL ECTS		**6**

- **Step 2:** Check offered courses for the module(s) in SoSe 2025 on AGNES
- They offer 1 VL and 4 SE → choose the VL + 1 SE

Vst.-Nr.	Veranstaltung	Vst.-Art	Veranstaltungs
5220040	Einführung in die Variationslilnguistik - Zeige	Vorlesung	Präsenz
5220041	Variation und Wandel im soziohistorischen Kontext - Schwarz	Seminar	Präsenz
5220042	Grammatische Zweifelsfälle - Konietzko	Seminar	Präsenz
5220043	Typologische Variation: Deutsch im Sprachvergleich - Verhoeven	Seminar	Präsenz
53712	Sprache in Westafrika / Language in West Africa - Lesage	Seminar	Präsenz

Class Selection:

SprachLit CC – Example BA German

- **Step 3:** Put all selected courses on your SprachLit CC form
  - Remember to check that courses are not overlapping!
- **Example for selecting a module** → put all components of the module on SprachLit CC (VL + SE + Exam info)

Module No.:	15	Module Name: Sprachliche Variation			6
Course Code (starts with 52)	Course Type	Course Title	Name of Instructor	Signature of Instructor (after class completion)	ECTS LP
5220040	VL	Einführung in die Variationslinguistik	Zeige		2
5220043	SE	Typologische Variation: Deutsch im Sprachvergleich	Verhoeven		3
	??				
	??				
Exam Type	Oral Exam/Mündliche Prüfung				1

Class Selection:

SprachLit CC – Example BA German

- **Example for selecting single classes** → put selected classes together on SprachLit CC, **you don‘t have to follow module structure**
  - Remember: you cannot take exams, you just complete classes to get ECTS
  - Also check if classes have different group options → choose one group

Module No.:		Module Name: Single Classes / Einzelkurse			10
Course Code (starts with 52)	**Course Type**	**Course Title**	**Name of Instructor**	**Signature of Instructor** (after class completion)	**ECTS LP**
5220043	SE	Typologische Variation: Deutsch im Sprachvergleich (Module 15)	Verhoeven		**3**
5210032	SE	Theodor Storms Novellen (Module 7)	Jürjens		**3**
5210020	VL	Goethe (Module 12)	Willer		**2**
5220016	UE	Deutsche Grammatik (Zusatzmodul Germanistische Linguistik)	Sauermann		**2**
Exam Type	**No exam/keine Prüfung**				

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

→ Thank you!

Class Selection:

SprachLit CC - Deadline

- After class selection (Study Guides + AGNES + SprachLit CC) you must **register for the classes**.
- **After registering, you will be informed whether you have been admitted to the courses**.
- Depending on the results you may have to revise your SprachLit CC again.
- Once you updated your SprachLit CC – you have to submit them to us.
- **Deadline to submit complete SprachLit CC: April 23, 2025**
  - Please **upload your SprachLit CC to International Office-HU Box**, link will be provided via e-mail

WEBSITE

Class Selection:

SprachLit CC - Consultations

Online Consultations for SprachLit CC: no appointment necessary!

- Thur, February 27, 2025, 13:30 – 14:30
- Tue, March 4, 2025, 12:00 – 14:00
- Wed, March 12, 2025, 13:00 – 15:00
- Tue, March 25, 2025, 11:00 – 13:00
- Tue, April 1, 2025, 12:00 – 14:00

- **Zoom Link:** https://hu-berlin.zoom-x.de/j/68850504647 (Meeting-ID: 688 5050 4647)
- Make use of our **online consultations** if you have questions regarding your SprachLit CC.
  - Before using the consultations, you should have familiarized yourself with the Study Guides, course catalogue (AGNES) and SprachLit CC. Please ask specific questions!

WEBSITE

Erasmus+ (Online) Learning Agreement

- **Please use the Online Learning Agreement (OLA)**
  - 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** → **April 14, 2025 – July 19, 2025**
- As start date you can **also put the date of our in-person orientation event** if your home university allows it. → **April 7, 2025**
- We confirm the actual start/end date of your mobility with the Certificate of Arrival/Departure.

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Erasmus+ (Online) Learning Agreement

- Please **list all of the classes you intend to take at HU** (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!
- **LA before mobility**: put in your preliminary class selection
- **LA during mobility**: we can sign it **after confirming your final SprachLit CC** (→ Deadline for final SprachLit CC: April 23, 2025)
- LA after mobility: we can sign it after receiving your Sprachlit CC with instructor signatures + exam statement

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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 seperately** (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*]				

Overview Deadlines for Class Selection

After Febr. 26, 2025	**Start your class selection** (use our **Study Guides** + **course catalogue** (AGNES) and fill out your **SprachLit Course Confirmation**)
Between Febr. 27 and April 1, 2025	Make use of our **online consultations** if you have questions regarding your SprachLitCC. Before using the consultations, you should have familiarised yourself with the Study Guides, course catalogue and Sprachlit CC. Please ask specific questions!
April 7, 2025	In-Person Orientation Meeting We will then inform you about the **class registration** on AGNES.
April 9, 2025	**Deadline for class registration** on AGNES
April 23, 2025	Upload your **complete SprachLit Course Confirmation** to HU Box (link will be provided via e-mail)
April 14 – July 19, 2025	Lecture Period

Certificate of Arrival

At semester start:

Certificate of Arrival

- The **start date for Summer Semester 2025** is **April 7, 2025**.
  (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 April 7.
- **Exception**: **Participation in an intensive language course** before the start of the semester → Start of language course is also start of Summer Semester 2025
  - 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).

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Class Registration (Teaser)

We will discuss this topic in detail on April 7, 2024.

For now, the following slides are only intended to help you if you want to/can already register for courses before April 7.

At semester start:

Class Registration on AGNES

- In order to register for the selected courses from the course catalogue (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) as soon as you are in Berlin.
- **Don’t panic** if you don’t have your HU account yet. There is still time!
- 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

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At semester start:

Class Registration on AGNES

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

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At semester start:

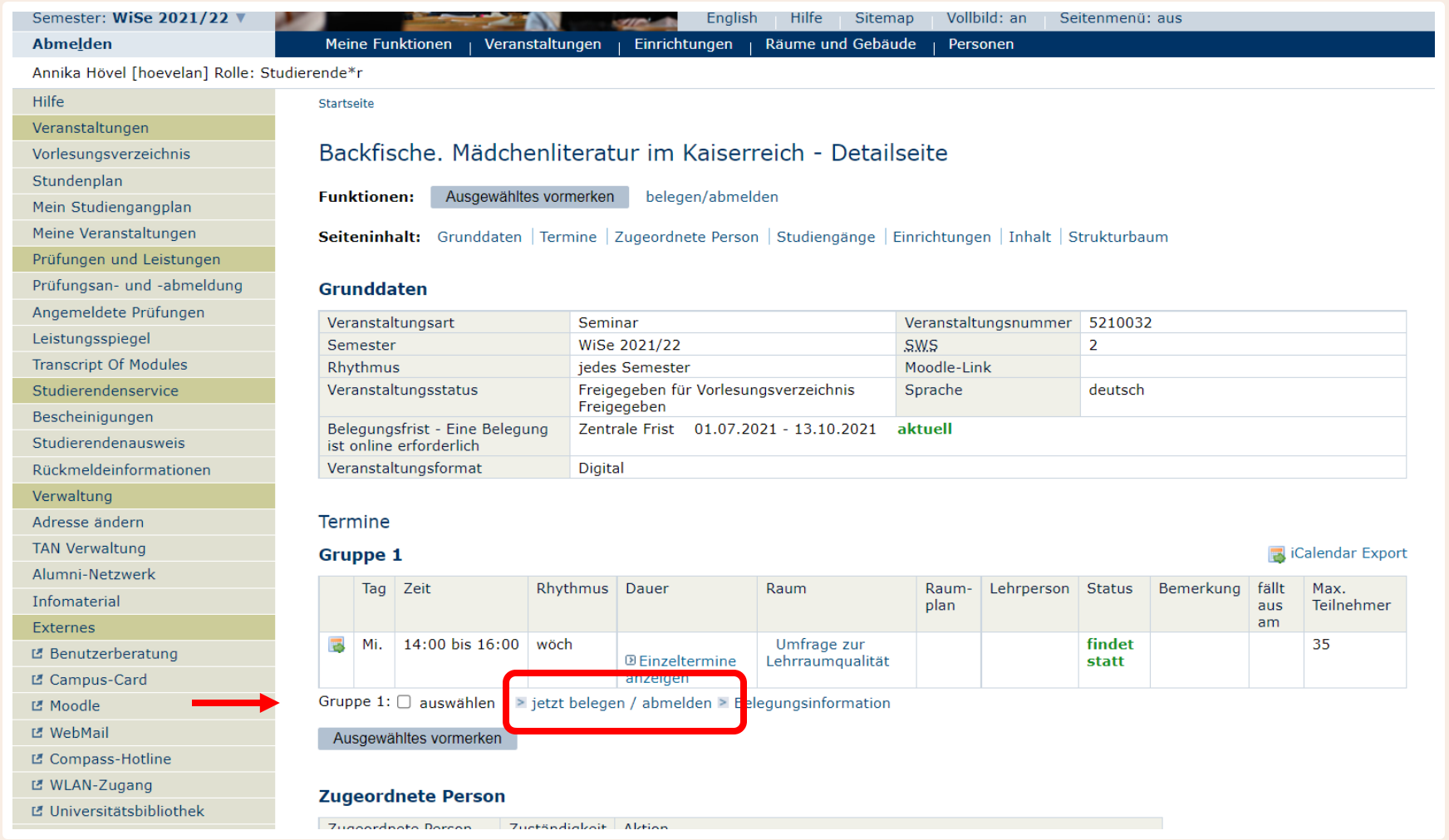
Class Registration on AGNES - Guide

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 (April 9, 2024) is over.

IMPORTANT: To register for language practical classes in *M.A. English Literatures/American Studies* you must write an e-mail to the instructor (information in course description on AGNES).

At semester start:

Class Registration on AGNES



Step 3:

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

At semester start:

Class Registration on AGNES

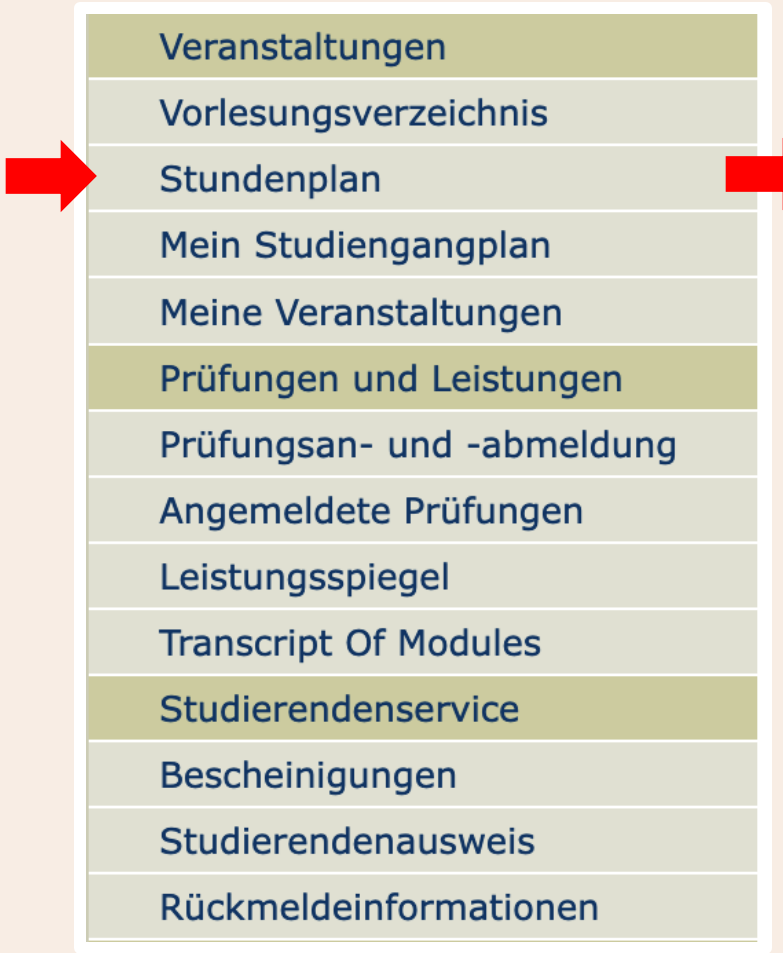
Step 4 + 5:

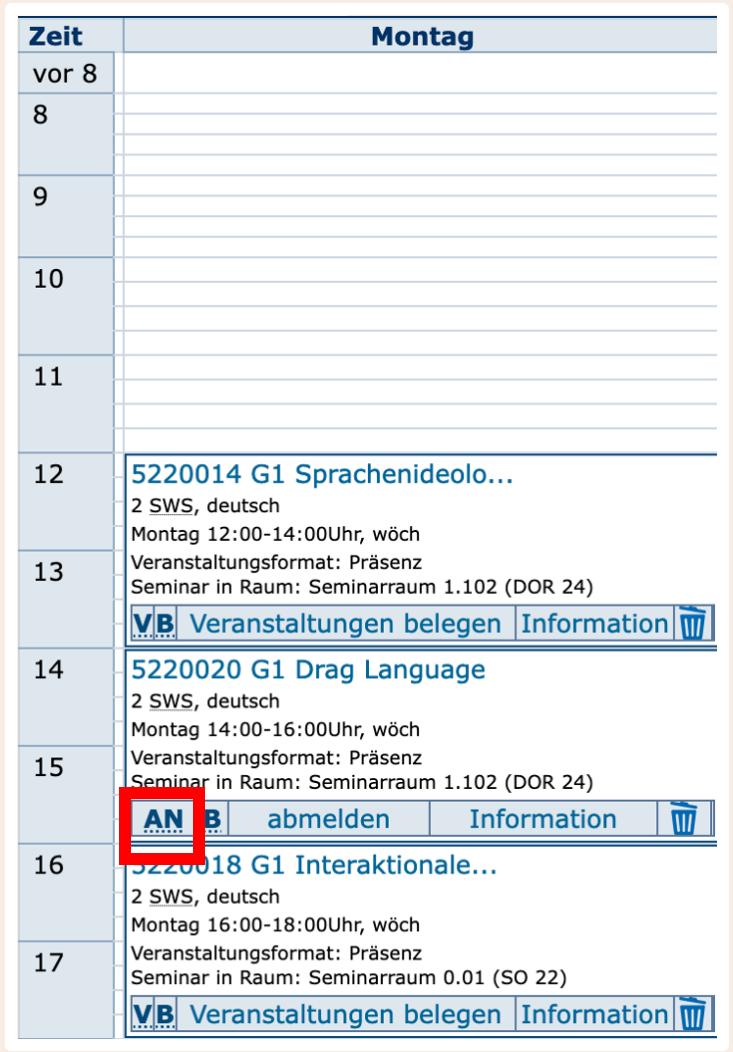
Make sure that the right course of study is selected at the top (if matriculated in 2 BA courses of study).

Then click on „**Register lectures**“.

At semester start:

Class Registration on AGNES - Schedule





Step 6 + 7:

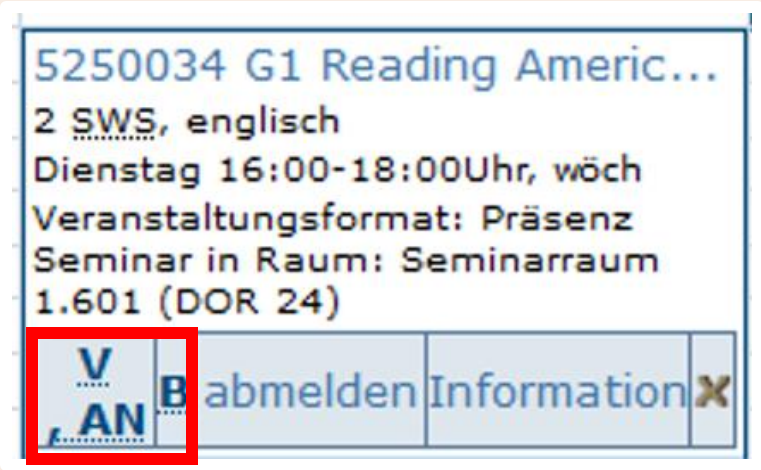
Make sure your schedule shows everywhere „**AN**“ (registered).

Take a screenshot of your schedule before the deadline (April 9, 2024) is over!

At semester start:

Class Registration on AGNES

- 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.



Automatic e-mail → received spot in class

no automatic e-mail + class is no longer in your schedule in AGNES → no spot in class

At semester start:

Class Registration on AGNES – No Spot

If you did not receive a spot (also if you 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.
- It does not matter whether the class shows up on your AGNES or not. It is just **important 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.**

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).

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At semester start:

Class Changes during the semester

IMPORTANT:

- **If you change any classes during the semester you MUST always let us know** so that we can **update your SprachLit Course Confirmation**!
- Please also note that **NO individual arrangements are allowed**!

Reminder of Deadlines:

- **April 9, 2025:** Deadline online **class registration on AGNES**
- **April 14, 2025:** Start of lecture period
- **April 23, 2025:** Deadline to upload your complete **SprachLit Course Confirmation**

Other Information

Timeline Summer Semester 2025

What you need to do now - What you don‘t need to do

WhatsApp Group for Incoming Students

Website Update

Local Erasmus+ Initiative (LEI)

Reminder of upcoming dates

Timeline of Summer Semester 2025

February 26, 2025	**Online Orientation Meeting**
Between Febr. 27 and April 1, 2025	**5 Online Consultations for** questions regarding **Sprachlit CC**
April 7, 2025	**In-Person Orientation Meeting**
April 9, 2025	**Deadline for class registration** on AGNES
April 14, 2025	**Start of Lecture Period**
April 23, 2025	**Upload your final SprachLit Course Confirmation**
Approx. Beginning of June 2025	Exam registration on AGNES
July, 19, 2025	**End of Lecture Period**
Approx. July 14 – July 25, 2025	Exam period (oral/written exams, Take-Home-Exams) (term papers might have a later deadline)
After end of lecture period	Upload your signed SprachLit Course Confirmation and Exam Statement to receive your transcript (Deadline: August 15, 2025) Send us your Certificate of Departure to sign

What you need to do now

- Check with home university if you **only need ECTS or also exams/grades**
- Correct matriculation (if necessary)
- **Fill out SprachLit Course Confirmation** & make use of the offered **consultations if you have questions**
- You will receive information regarding matriculation and HU Account from the Incoming Team (exchange-students@hu-berlin.de)

What you don‘t need to do

- **Don‘t panic!**

  → Take your time to read everything carefully, use our consultations for class selection / SprachLit CC

- **Don‘t write us several e-mails every few days!**

  → Be patient, it might take us some time to get back to you.

  → Use our consultations!

- **Don‘t arrive too late!** You should be in Berlin by April 7, 2025 at the latest.

Please note

- We will update the Study Guides for Summer Semester soon.
- Not all courses for the summer semester may yet be available on AGNES. > Please check again beginning of March.
- We will send out an email with **link to the slides + Zoom Recording** from us. By that time **the Study Guides will also be updated.**
- After that you can get started with Class Selection (Study Guides + AGNES + SprachLit CC).
- **Thank you for your patience!**

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

The Local Erasmus+ Initiative (LEI)

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

Reminder for upcoming events

PIN Letter Pick-up (to activate HU Account)

International Service Center, Unter den Linden 6, Room 1068

- **March 24, 2025 → 13:00 – 16:00**
- **March 26, 2025 → 14:00 – 16:00**
- **April 1, 2025 → 9:00 – 13:00**
- **April 7, 2025 → 12:00 – 16:00**

Reminder for upcoming events

- **April 7, 2025: In-Person Orientation Meeting**
  - **International Office – SprachLit Faculty**
  - at 13:00 (Berlin time)
  - Dorotheenstr. 24, 10117 Berlin, Room 1.103
- **April 9, 2025: Orientation for International students and doctoral candidates**
  - International Office – Incoming Team (for entire HU-Berlin)
  - **10:00 – 12:00**
  - Dorotheenstr. 24, 10117 Berlin, Fritz-Reuter-Saal

Reminder for upcoming dates

Online Consultations for SprachLit CC:

- Thur, February 27, 2025, 13:30 – 14:30
- Tue, March 4, 2025, 12:00 – 14:00
- Wed, March 12, 2025, 13:00 – 15:00
- Tue, March 25, 2025, 11:00 – 13:00
- Tue, April 1, 2025, 12:00 – 14:00

- **Zoom Link:** https://hu-berlin.zoom-x.de/j/68850504647 (Meeting-ID: 688 5050 4647)
- Open consultation hours, no appointment necessary!

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See you soon at our In-Person Orientation Meeting!

April 7, 2025 at 1 p.m. (Berlin time)

International Office
Faculty of Language, Literature and Humanities