

# WELCOME GUIDE FOR EXCHANGE STUDENTS

Dear international students,

Soon you will start your study abroad at Humboldt-University in Berlin. The excitement is rising, and we can't wait to welcome you at the campus in Adlershof. It's going to be a great time where you are going to learn a lot and make new experiences. At the same time, you are in a different country, at another university with a new system. The beginning will be confusing, and a lot of questions will arise. This guide will help you and if not, don't hesitate to write us!

We can't wait to meet you!

## ADDRESS

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## CONTACT

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## AT FIRST: ADLERSHOF

### GENERAL FACTS

The natural sciences campus of Humboldt University is located in the district of Adlershof, part of the Berlin borough of Treptow-Köpenick. In the early 20th century, Germany's first airport for motor-driven airplanes opened nearby, and aeronautical research flourished at the time. Some of the impressive technological monuments have lasted up to now. Since 1990, the area has changed noticeably and developed into one of Europe's biggest locations of science and technology where a large number of business undertakings, scientific institutes and the natural science departments of Humboldt-University have settled. The buildings, which were built between 1998 and 2003, provide first-class teaching and research facilities to the departments of Chemistry, Geography, Computer Science, Mathematics, Physics and Psychology. A compact campus, excellent social infrastructure and contemporary, well-equipped buildings provide the best conditions for studying. It is easy to find your way around and meet people here. The six mathematical and scientific departments at Adlershof serve over 6,000 students from Germany and abroad.

## FOUR FUN FACTS ABOUT BERLIN

### ● THE SPÄTI CULTURE

There is always an opportunity to buy your basic supplies. The so called "late night shop" is just around the corner.

### ● ART ON THE WALL

All around town you can find graffiti. It is a popular way of expressing urbanism. Now and then you can also find exhibitions that show all kinds of street art.

### ● THE FAMOUS DÖNER

You can find it everywhere, it is easy to eat it on the way, very delicious and a part of the Berlin culture. You need to try it!

### ● ALL NIGHT LONG

The nightlife is crazy in Berlin. Some clubs are open from Thursday till Monday. So don't forget to study.

**"Du bist  
verrückt mein  
Kind, du musst  
nach Berlin."**

- Franz von Suppé -

# SECOND: PLAN YOUR STAY

## ACADEMIC CALENDAR

Full Year	01.10.22 – 30.09.23
Winter Semester	17.10.22 – 18.02.23
Orientation Week	tba
Summer Semester	17.04.23– 22.07.23
Orientation Week	tba

Please view the detailed Academic Calendar on our [website](#).

## LEARNING AGREEMENT

You must take at least one course at the department you were nominated for. Further information under “Course Selection”. Changes in your “Learning Agreement” can be made in the first 3 weeks. The respective “[Coordinators of your Departments](#)” are responsible for signing the “Learning Agreement”. The agreement has to be signed at the beginning of the semester, not at the end.

## ONLINE APPLICATION

Please sign into our online application system called “[MoveON](#)”. After we get your application and signed nomination form, we will send you a confirmation letter including the date of matriculation.

## MATRICULATION

The matriculation/enrolment process is handled online by our Incoming Team. After your enrolment, you will receive your semester ticket, which you can use for the public transportation system Berlin (ABC). Your semester ticket is valid from the first to the last day of your semester. With the enrolment you have the official student status of Humboldt-University Berlin.

## ACCOMMODATION

Finding accommodation in Berlin is not easy at all. The growing demand for rooms leads to an increase in rental prices and makes it very difficult for students to find a room. HU is trying to help you as much as possible.

Here are some options:

### 1) Student Village Adlershof

The “Studentendorf” is situated on the Campus Adlershof and is easily reachable via the Adlershof train station. It offers different types of fully furnished rooms and apartments as well as learning lounges, party rooms, a gym, and a day-care center for children. During the application process via “MoveON it is possible to apply for a student dorm. For further information click [here](#).

### 2) “HousingAnywhere”

The Team of “HousingAnywhere” makes the apartment hunting easier. You are able to book a room online with the supervision of the team. Have a look on the [webpage](#), where you can find a detailed description on how it works.

## THIRD: SELECT AND REGISTER FOR YOUR COURSES



### WHAT KIND OF CLASSES DO YOU LIKE?

Take a look at the course catalogue which is called "[AGNES](#)"! The current courses of the Mathematics and Natural Sciences Faculty will be published on the 1st of August for the following winter semester and on the 1st of February for the following summer semester.



### PERFORMANCE CERTIFICATE

Consider, while you are organising your "Learning Agreement", that you can also take courses at other departments. Please be aware that you will need a "Performance Certificate" (Leistungsschein) at the end of the semester. Please discuss this with the responsible lecturer.



### CHOOSE YOUR CLASSES

You can register for courses online via the course catalogue [AGNES](#). As part of the Erasmus Program you should achieve 25-30 ECTS per semester. The number of ECTS is usually indicated as "LP" in the course catalogue.



### HOW DO I REGISTER FOR EXAMS?

You can register for exams online - directly in [AGNES](#). If this does not work, please contact your respective [examination office](#).



### WHEN?

Examination dates are published on the websites of the departments, of the examination offices and in [AGNES](#). The exact deadlines for registration can be found in the examination plan. Please be aware of the registration deadlines and sign in on time.

**"Twenty years from now you will be more disappointed by the things you didn't do than by the ones you did do."**

- Mark Twain -

## FOURTH: BEFORE YOUR DEPARTURE



### THE LAST STEPS

Your “Confirmation of Study Abroad” or “Letter of Attendance” will be signed by the International Office of the Faculty.

The “Transcript of Records” will be created by your examination office. That doesn’t happen automatically. So please contact your examination office and send a list of all your completed classes to the office. If you took classes at other faculties, you also need to send your performance certificate (Leistungsschein).



### GENEREL INFORMATION

In the "Guide for International Students" you can find further information about the Humboldt-University and your prospective stay.



### MORE QUESTIONS?

If you have any further questions that you want to ask us, don't hesitate to write an e-mail or have a look on our website. On the next page you will also find the most frequently ask questions.

### Internationals Office Adlershof:

[international.mnf@hu-berlin.de](mailto:international.mnf@hu-berlin.de)

### Website:

[https://fakultaeten.hu-berlin.de/en/mnf/ls/internationales/fromabroad/index\\_eng](https://fakultaeten.hu-berlin.de/en/mnf/ls/internationales/fromabroad/index_eng)

## FIFTH: MOST ASKED QUESTIONS

- **WHAT KIND OF CLASSES ARE IN ENGLISH?**

Take a look at the course descriptions so find out if a class is held in English or German. Even though there are not a lot of classes in English, they do exist.

- **WHAT KIND OF ACTIVITIES OFFERS THE HU?**

There are a lot of different options. You can participate in [sports](#), [language classes](#) or in different activities planned by the [Welcome Centre](#). The “[MoPS](#)” also has a few regular events. It is a student organized project space with a café in the building.

- **WHAT TYPE OF EXAM DO I HAVE TO COMPLETE TO PASS THE COURSE?**

Check in [AGNES](#) and click on the respective course. There you will have an overview of the main subjects of the class. Beneath “content” (Inhalt) you can find the type of examination.

- **WILL I BE ABLE TO GET INTO EVERY CLASS?**

If you have not been admitted to a course via AGNES, you can talk or write to the lecturer (if possible at the first session of the class). Often they will sign you in because you are an international student and can't take the class at another time.

- **HOW CAN I FIND A ROOM IN BERLIN?**

At the moment, it is very difficult to find an apartment or a room because of the extremely tense situation of the housing market. It is always advisable to start to look early. If you apply for a room in a shared flat, try to write an original application. The owners get a lot of offers. In addition, Adlershof has student dorms and [www.housinganywhere.com](http://www.housinganywhere.com) offers also great opportunities to find a room (see above).

- **HOW EXPENSIVE IS BERLIN?**

The costs of living in Berlin have risen in the last few years. However, it is not yet as high as in other major cities. You can eat a Döner for 5 € or buy cheap fruits and vegetables at a local market. In addition, it is always possible to apply for a scholarship. The [DAAD](#), for example, offers several programs for international students.

- **WHAT DOES THE “FACHSCHAFT” DO?**

The respective [student committees](#) organise all kinds of events for each department. They are also available to help you with questions regarding the university or different networks. Don't hesitate to contact them.

- **THE CAFETERIA AND LIBRARY**

You can't pay cash in the cafeteria or the related café. Use your “Mensa Card” or “Student ID”. Therefore you need to load money on it - at the machines by the entry of the cafeteria. Bills only! To use the locker at the library, you need a padlock. Make sure that your lock is big enough.