

Berlin University of Applied Sciences (BHT)

Fact Sheet

Name of Institution	Berliner Hochschule für Technik Berlin University of Applied Sciences Berlin
Postal address	Luxemburger Str. 10 13353 Berlin Germany
Website	https://www.bht-berlin.de/
Erasmus ID Code	D BERLIN04
Office of Global Engagement	
International Coordinator	Director International Office Olivia Key Tel.: +4930 4504 2768 Email: olivia.key@bht-berlin.de
Administrative Contact	Corinna Kleesiek (Outgoing Students) Tel.: +4930 4504 2950 Email: ausland@bht-berlin.de Elena Kirschner (Incoming Students) Tel.: +4930 4504 2925 Email: incoming@bht-berlin.de Project Coordinator Digitalization Marga Bolay Email: Marga.Bolay@bht-berlin.de
Website for Incoming Students	https://www.bht-berlin.de/516

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Academic Information

Academic calendar	Winter semester: October - February Summer semester: April - July Exam period: last three weeks of the semester https://www.bht-berlin.de/677
Course catalogue	https://www.bht-berlin.de/studiengaenge
Faculties	https://www.bht-berlin.de/fachbereiche
Language requirements	We strongly recommend a German level of B1 in order to follow classes
Language of instruction	<u>German</u> : all courses; a list of courses taught in <u>English</u> may be found here: https://www.bht-berlin.de/3675

Grading Scale	
Excellent	1,0
	1,3
Good	1,7
	2,0
	2,3
Satisfactory	2,7
	3,0
	3,3
Sufficient	3,7
	4,0
Failed	5,0
mit Erfolg teilgenommen / Successfully Participated	m.E
ohne Erfolg teilgenommen / Unsuccessfully Participated	o.E
Teilgenommen ohne Prüfung / Participated without exam	t.o.P

▪ Application Procedure and Admission

Nominations	<p>The institute of origin has to send by e-mail to incoming@bht-berlin.de the list of students selected to come to BHT within ERASMUS or bilateral exchange program.</p> <p>The information required is the following:</p> <ul style="list-style-type: none">- Full name of student- Student's e-mail address- Gender and nationality- Place and date of birth- Field and level of studies- Period of stay (1st semester, 2nd semester / academic year) <p>Once we have received this information each nominated student will receive the application forms and information by e-mail.</p>
Nomination deadlines	<p>1st May for Winter Semester 1st November for Summer Semester</p>
Admission	<p>Applications have to be approved by the responsible faculty. BHT will send the acceptance, via e-mail, to the students once corresponding application period is closed.</p> <p>Only students not belonging to the European Union countries will receive a Letter of Acceptance by post, so they can apply for their visa.</p>
Housing arrangements	<p>There is no campus housing at BHT. Students can apply for an accommodation via BHT or look for an accommodation on their own. A limited number of rooms at student residence halls is allocated to exchange students. However, a placement cannot be guaranteed.</p>

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• Arrival Dates and Orientation

Period of arrival	<p>For students participating in the German intensive course: 2nd week of September/ 2nd week of March</p> <p>For students not participating in the German intensive course we recommend an arrival approximately 10 days prior to the start of lectures.</p>
Orientation	<p>All students are expected to attend our orientation program prior to semester start (March/September). The dates and more details of the Orientation Session will be communicated by e-mail once the students have been accepted.</p>

• German language

German intensive course	<p>Before the beginning of each semester we offer a German Intensive Course free of charge (Total of 52 hours; 3 ECTS). Participation is strongly recommended since most courses are being taught in German.</p>
German courses during the semester	<p>BHT offers 3 German courses during the semester on Level A2, B1 and B2. Each course has 4 hours per week, 5 ECTS each.</p>
Cultural training seminar	<p>All incoming students are welcome to join our Cultural Training Seminar, which takes place every semester and offers an excursion or workshop once per week. Students will get to know the German culture by visiting places such as the German parliament, enjoying a German theater play and exploring different cultural topics during the workshops (Up to 5 ECTS possible)</p>
BHT Buddy Welcome program	<p>All incoming students have the possibility to participate in the Buddy program. Their Buddy will welcome them and assist them before and during the first days/weeks of their stay.</p>

• Practical information

Estimated costs per month	<ul style="list-style-type: none">▪ Accommodation: € 350 – 650▪ Food: € 200-300▪ Books and study materials: < € 50▪ Phone and postage: € 13-30▪ Other: € 50-250 <p>Monthly Estimate: € 663 - 1,280* (*public transportation not included)</p>
Semester contribution	BHT doesn't charge any tuition fees for exchange students from our partner universities. We are only required to ask for a semester contribution of about 270 € per semester, including the public transportation card ("Semesterticket") and a contribution to the student organizations Studierendenwerk and AStA.
Transportation	The public transportation card is included in the semester contribution. Once registered at BHT students receive a public transportation card, which enables them to use all public transportation in Berlin, zone ABC during the semester.
Health insurance	Every student must have medical coverage during their stay at the BHT. It is the students' responsibility to provide themselves with an insurance, which includes this medical cover along with repatriation. Assistance can be offered.
Visa	Students who do not belong to the European Union Countries must apply for a visa at the German Embassy before entering Germany.