International Students' Services
Online Orientation for International Students
Winter Semester 2020/21
Orientation

1. Information from the **International Department**

2. Offers for international students:
   - Courses offered through **Berlin Perspectives**
   - Language courses at the **Language Centre**
   - Trainings from **FAMOS Interkulturell**
Welcome to Humboldt-Universität

• We’re happy you’re here!

• We hope that this presentation can offer you a helpful overview of services and offerings for international students at HU Berlin

• Due to the coronavirus, many office hours and events cannot take place in-person: pay attention to current information on websites and social media

• Although we currently cannot offer in-person office hours, you can reach the International Department by e-mail or phone: www.international.hu-berlin.de/en/contact
Guide for International Students

Online: 
**hu.berlin/io-guide**

In German: 
“Wegweiser für internationale Studierende”

- Everything related to your studies
- Berlin as a university city
- Residence permit, work etc.
International Students

Bachelor/Master Students (Degree-seeking)

| Enrolment at the Student Service Center (SSC) |

Programme Exchange Students (Non degree-seeking)

| Enrolment at the International Department |

Guidance/Services offered through the International Department and the Faculties
Central Information
HU main building, Unter den Linden 6 (UL6)

Degree-seeking students

Student Service Center (SSC) ground floor
• Enrolment, re-registration, student ID (Campus Card)
• For further information: hu.berlin/ssc-en
• Contact: hu.berlin/contact

Non degree-seeking students

International Dept.
1st mezzanine floor [Z1] (above SSC)
• Room 2263: ERASMUS+, university partnerships, DAAD scholarships, and other scholarships
• Enrolment, re-registration, student ID (Campus Card)
• E-mail: exchange-student@hu-berlin.de

Due to the coronavirus, please get in contact by e-mail
Faculties [9 + Medicine]

Monofaculties:
• Faculty of Law
• Faculty of Theology
• Faculty of Economics and Business Administration
Faculties and Institutes

• Faculty of Life Sciences
  • Agricultural and Horticultural Sciences, Biology, Psychology

• Faculty of Mathematics and Natural Sciences
  • Chemistry, Physics, Mathematics, Computer Science, Geography
Faculties and Institutes

• Faculty of Humanities and Social Sciences (KSBF)
  • Social Sciences, Cultural History and Theory, Art and Visual History, Musicology and Media Studies, Asian and African Studies, Gender Studies, Education Studies, Sports Sciences, Rehabilitation Sciences, Archaeology
Faculties and Institutes

• Faculty of Arts and Humanities
  • History, Philosophy, European Ethnology, Library and Information Science

• Faculty of Language, Literature and Humanities (SprachLit)
  • German Literature, German Studies and Linguistics, Northern European Studies, English and American Studies, Classical Philology, Romance Literatures and Linguistics, Slavic and Hungarian Studies
Faculty of Medicine

• Charité – Joint institution of HU and FU
  • Campus Charité Mitte
  • Campus Virchow-Klinikum
  • Campus Berlin Buch
  • Campus Benjamin Franklin
Central Institutes and Central Units

• Language Centre (SPZ)
• University Library  
  (Jacob-und-Wilhelm-Grimm-Zentrum)
• Computer and Media Service (CMS)
• Sports and Recreation (ZEH)
• Humboldt Graduate School (HGS)
# Winter Semester 2020/21

<table>
<thead>
<tr>
<th>Semester:</th>
<th>01.10.2020 - 31.03.2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecture Period:</td>
<td>02.11.2020* - 27.02.2021* Postponed due to coronavirus 2 November is a Dies Academicus (regular courses will not take place)</td>
</tr>
<tr>
<td>Academic Breaks:</td>
<td>19.12.2020 - 02.01.2021</td>
</tr>
</tbody>
</table>

Further information: [www.hu-berlin.de/en/studies/admission/calendar](http://www.hu-berlin.de/en/studies/admission/calendar)
Semester Orientation

- Orientation Week: 26.10.2020 – 2.11.2020
  - Orientation events of the faculties and institutes at the beginning of the semester for new students, also especially for programme/exchange students, will be offered online for the most part
    - Because digital offers can be made available at any time, you can find out as much information as possible via the e-mails of the ERASMUS coordinators and on the faculties' websites.
  - Registration for courses, seminars, etc. online via AGNES
Orientation Events

• Central **events** for the start of studies, mostly online
  **hu.berlin/orientierung**
  • Central orientation events (on central website)
  • Faculty-specific (on institute websites and central website)

• General information for new students at HU
  • [www.hu-berlin.de/de/studium/beratung/merk/beginnws](http://www.hu-berlin.de/de/studium/beratung/merk/beginnws)

• Further information on various useful study-related topics (AGNES, Moodle, etc.)
  • **hu.berlin/orbis-en**
You are expected to be **highly independent**, including preparation of your timetable.

**Assistance** can be found through:

- Consultations with (student) course advisory services of the faculties/institutes or **ERASMUS+ coordinators**
- **FAMOS Interkulturell Trainings**
- International Club **Orbis Humboldtianus, Info Desk**
- And many more **guidance services**…
  - For example, mentoring programmes:
    - **studis4studis** (for *programme/exchange students*)
    - **FAMOS Connect** (for *degree-seeking students*)
FAMOS Connect - Mentoring Programme

- **Academic mentoring for international degree-seeking students**
- **Online workshops** (study preparation, skills development)
- **Networking**
- **Registration online:** [hu.berlin/famos-connect](http://hu.berlin/famos-connect)
- **Additionally:** FAMOS Connect**EN** specifically for students in English-speaking study courses: [hu.berlin/famos-connect-en](http://hu.berlin/famos-connect-en)

Due to coronavirus, all offers will take place **digitally/online**
Studierendenausweis: Campus-Card

- Functions: MensaCard, copy- and scan-card, library ID and semester ticket
- Make sure to print semester ticket!
- With optional passport photo (valid as semester ticket without additional photo ID)
- Recharge and pay cash-free in the libraries and cafeterias
- Key for the lockers in some libraries (alternatively, bring a padlock!)

Due to coronavirus, different procedure than usual, check university information
HU-Account

• All students automatically receive their HU account upon enrolment
• ... simply needs to be activated: https://amor.cms.hu-berlin.de
  → “Antrag/Freischaltung” → “Formular”
• PIN (4 digits) for activation
• ... is required for the use of electronic services at HU, including e-mail, AGNES, Moodle, Wi-Fi and computer pools
Support offered by Computer and Media Service (CMS)

... for PC pools and WiFi:

E-Mail: support.pc-saal@cms.hu-berlin.de
Telefon: (030) 2093-70000

... for HU account:

E-Mail: cms-benutzerberatung@hu-berlin.de
Telefon: (030) 2093-70000
Jacob-und-Wilhelm-Grimm-Zentrum

• University Library
  • Books and resources on site
  • Access to articles, online resources and journals via VPN
• Computer and Media Service (CMS)
• Computer and multimedia work areas
• Mediathek (Media Centre)
• Copy shop
• Cafeteria

Limited library services (due to coronavirus) further information online:
www.ub.hu-berlin.de/en
HU Branch Libraries

• University Library of Natural Sciences, Erwin-Schrödinger-Zentrum, Adlershof

• All HU university library locations: www.ub.hu-berlin.de/en/locations

• Further libraries at the FU and TU (see Guide 6.6)
Information Sources

• University course catalogue online: AGNES
  agnes.hu-berlin.de
  Registration for seminars, tutorials etc. online!
  [Important for the Transcript of Records]
  If online registration is not possible, contact the instructor to make arrangements
  and join the first course meeting.

• Further information available via Orbis website: hu.berlin/orbis-en
Transcript of Records

Students who would like to receive their transcript by 01.04.2021 must hand in their term papers by 28.02.2021!

Tip: It is helpful to discuss this with your instructor beforehand
Course Formats

Within the modules:

- Lectures (VL)
- Seminars (SE) | Proseminars (PS) | Advanced Seminars (HS) | Master Seminars (MAS)
- “Übungen” (Exercise Courses) (UE)
- Tutorials (TU)
- Colloquiums (CO)
- Compact Courses/Seminars

Most courses will take place online!
Courses

Courses usually start **c.t.**, meaning **15 minutes later** than stated

For example:

- **10:00 c.t. = 10:15**
  - lat.: **c.t. cum tempore**
- **10:00 s.t. = 10:00**
  - lat.: **s.t. sine tempore**
Credit Hours - Semesterwochenstunde (SWS)

• **Weekly duration** of a course or seminar over the length of the semester

• **Usually** courses take up 2 credit hours per week (2 SWS), i.e. the course lasts 2 hours per week

• One **academic hour** lasts 45 minutes
Credit System

**ECTS Points = Credit Points**  
(European Credit Transfer System)

- Credit points that have been obtained abroad can be accepted by your home university
- 1 ECTS point equates **25-30 hours workload**
- 30 ECTS points per semester
Grading System

1.0 and 1.3: Excellent
1.7 and 2.0 and 2.3: Good
2.7 and 3.0 and 3.3: Satisfactory
3.7 and 4.0: Sufficient
From 4.0: Failed
Further Contact Persons

Within the faculties:

• **Studienfachberatungen** course advisory regarding study progress

• **Prüfungsbüros** examination offices regarding degrees and credit certificates

• **ERASMUS+ Coordinators** (ECTS etc.)
  (see **Guide 7.2.1**)

• **Fachschaften** student councils in the faculties

• **Vertrauensdozent/innen** institute-specific liaison staff for international students (see **Guide 6.4.4**)

International Department, HU Berlin © Internationaler Club
„Orbis Humboldtianus“ WS 2020/21
Courses and Services

- **Berlin Perspectives**, international study modules: [hu.berlin/bp-e](http://hu.berlin/bp-e)
- **The Language Centre**, language courses (German and other languages): [www.sprachenzentrum.hu-berlin.de/en](http://www.sprachenzentrum.hu-berlin.de/en)
- **University sports** courses: [www.zeh.hu-berlin.de/](http://www.zeh.hu-berlin.de/)
- **FAMOS Interkulturell**, trainings for international students: [hu.berlin/famos-interkulturell-en](http://hu.berlin/famos-interkulturell-en)
- **Presentations** on the offerings online at: [hu.berlin/orbis-en](http://hu.berlin/orbis-en)
Re-registration for Summer Semester 2021

If you want to continue your studies at HU next semester, you will have to re-register. **Semester fees** have to be paid on time.

**Deadline:**  
04.01.-15.02.2021 (main period)  
16.02.-28.02.2021 (late period + €19.94)

You will receive information regarding the transfer of money (amount, bank details) via e-mail and AGNES. Please let us know about any changes in your address!

*Please note:* For programme/exchange students, re-registration after one semester is often blocked. Make sure to take care of your extension in good time!
Further Note

**Communication** processes with HU administration via **e-mail** or **phone**:

- State your **matriculation number**!
- Always spell your name as it appears in your **passport**
- Formulate your concern well in **subject line**
- Be clear if you are a **programme student** or **degree-seeking student**
Note

Take care of yourself and your belongings!
If you encounter any problems or difficulties, please contact the Incoming Team or the Orbis Team in a timely manner!

The “Orbis Humboldtianus” International Club Team
Wishing you...

• Success in your studies
• A great network of friends and colleagues during and after your studies
THANKS FOR WATCHING!

@hu.orbis

Orbis Humboldtianus

Impressum

Abteilung Internationales Internationaler Club „Orbis Humboldtianus“
Unter den Linden 6
10117 Berlin

Leitung: Ulrike Spangenberg
Powerpoint: Isabella Oppen
Sprecherin: Isabella Oppen

E-Mail: orbis@hu-berlin.de
Web: hu-berlin.de/orbis-en