
Information for Exchange Students at Freie Universität 2010 / 2011

1. ENROLMENT AND GERMAN LANGUAGE TEST

As a participant in our exchange program, you will be admitted as a full-time student at the Freie Universität Berlin only for the duration of your scholarship.

Direct exchange students are exempt from a German language exam (DSH or TestDaF), which is otherwise required for international students studying at a German university. However, we expect language skills equivalent to level 3 Test DaF in all 4 categories if you wish to take classes in specific subjects. More information on this test can be found on the website www.testdaf.de. A language certificate is not necessary, because we expect that our partner universities guarantee the expected language skills.

2. GERMAN LANGUAGE COURSES BEFORE AND DURING THE SEMESTER

A six-week intensive German language course will be offered before the beginning of the winter semester. Basic knowledge of German is required. For further details, please check www.fu-berlin.de/deutsch-vorkurs. The course fee will be approx. 500 €.

German language courses which are offered during the semester are free of charge. Again, basic German language proficiency is required. If you wish to participate in a German language course, you have to take a placement test which is offered during the orientation period shortly before the semester starts. Without this test, exchange students are not eligible to take language classes.

3. VISA

Please see details in the accompanying information sheet.

4. HEALTH INSURANCE

Students under the age of 30 can easily purchase a student health insurance in Berlin for 67 € per month. Students above the age of 30 have to purchase a private health insurance which provides adequate coverage but excludes pre-existing conditions and has waiting period for certain medical treatments.

Students who have sufficient coverage from a home insurance can apply for a waiver of health insurance.

5. ACCOMMODATION

You can either find your own private accommodation (such as student share apartments, so-called *WG*s) or use the university's housing service *ERG*. Our housing service offers a variety of accommodation options, including dorms, share flats and fully furnished single apartments. All housing options are available from the beginning of September or October onwards and are about 250 – 350 € per month. For more information please see the following website: www.fu-berlin.de/unterbringung.

6. SELECTING COURSES AND ATTENDING CLASSES

The Freie Universität Berlin offers a broad variety of undergraduate programs. An alphabetical overview is available at <http://www.fu-berlin.de/en/studienbewerber/kompass/studienangebot/programs.html>.

The university has implemented Bachelor and Master degrees for the vast majority of the programs. Bachelor and Master degrees are structured around modules, which usually consist of two content related courses (e.g. a lecture and a seminar). While modules are offered on a regular basis (at least every 2nd semester), the content of the individual lecture or seminar might change from one semester to the other.



Detailed module descriptions specifying contents, structure, contact hours and credits (*Leistungspunkte, LP*) can be found in the study and examination regulations (*Studien- und Prüfungsordnung*) at <http://www.fu-berlin.de/studium/pruefung/stud-pruef-ordnungen.html>.

The course offering of every semester is enlisted in the course catalogue (*Vorlesungsverzeichnis, VV*) which is available three months prior to the beginning of the semester at www.fu-berlin.de/vv. It is structured by departments, degrees and modules. Please note that in order to attend classes within our Master programs, you need prior approval of the respective lecturers. An overview of subjects offered in English is not available.

Students have to enrol for their selected subjects on our online portal *Campus Management* before the semester starts. Access and further information will be provided during our orientation period.

For more information, please check our guide *Planning Your Study Program at Freie Universität Berlin*.

7. DISTRIBUTED CAMPUS

Distributed Campus is an online platform which was specially designed for exchange students who have already received their letter of admission. It brings all the information mentioned above together in one platform and makes arrival and organisation of the exchange easier. Students will receive an e-mail approx. three months prior to the beginning of the semester which provides them with registration details to access the platform at www.distributed-campus.org.

8. ARRIVAL IN BERLIN AND STUDENT ENROLMENT

Upon arrival in Berlin, we advise students to come and see us immediately during our office hours in order to organize student enrolment and set up your student account. In order to arrange accommodation and student enrolment on time, we recommend arriving at least during the last week of September (or the last week of March for summer term), but at the very latest two days before orientation period starts.

9. ORIENTATION PERIOD

It is absolutely necessary to participate in our orientation period. Orientation takes place during the first week of October (and in the first week of April for summer term). Students will be provided with essential information about studying at FU Berlin such as course selection and enrolment, campus tours and how to use libraries and computers. The current orientation program is available online from the following link: http://www.fu-berlin.de/en/zuv/abt-4/mobilitaet/stud_in/allginfo/allginfo_studium_an_fu/index.html.

10. ADDITIONAL INFORMATION AND LINKS

All the information mentioned above can also be accessed from our website www.fu-berlin.de/student-in.

The exact academic calendar can be found under <http://www.fu-berlin.de/studium/termine/index.html>.

To get to know our university, we invite you to use our online campus tour at <http://www.fu-berlin.de/en/tour/index.html>.

Do not hesitate to contact us, should you have any further questions:

Akademisches Auslandsamt / Student Exchange Office

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office hours: Monday / Tuesday 9.30 a.m. – 12.30 p.m. · Thursday 2 p.m. – 5 p.m.