

Erasmus+ Programme

D BERLIN14

Hochschule für Technik und Wirtschaft (HTW) Berlin – University of Applied Sciences

Prof. Florio Cristina

A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details¹ (email, phone)	Websites (General/Faculties/ Course catalogue)
Hochschule für Technik und Wirtschaft (HTW) Berlin – University of Applied Sciences	D BERLIN14	Stephanie Albrecht M.A. Head of International Office Tel. +49 30 5019-3921 Stephanie.Albrecht@HTW-Berlin.de Incoming Team incoming-students@htw-berlin.de Outgoing Team outgoing-students@htw-berlin.de	https://www.htw-berlin.de/en/international/

¹Contact details to reach the senior officer in charge of this agreement and of its possible updates.

C. Recommended language skills

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
D BERLIN14	Business and Administration	German	English	German B2 English B2	B2

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
D BERLIN14	See attached Fact Sheet.	

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
D BERLIN14	See attached Fact Sheet.	

Application procedure for incoming students

Receiving institution	Contact details	Website for information
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² For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see

<http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

[Erasmus code]	(email, phone)
D BERLIN14	See attached Fact Sheet.

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
D BERLIN14	See attached Fact Sheet.		https://www.htw-berlin.de/international/wege-an-die-htw-berlin/austauschstudium-ander-htw-berlin/nominierung-und-bewerbung/

The receiving institution will send its decision within [x] weeks, **and no later than 5 weeks.**

Inclusion and accessibility

Receiving institution [Erasmus code]	Available infrastructure adjusted for people with:	Description of infrastructure (optional)	Contact details (email, phone)	Website for information
D BERLIN14	See attached Fact Sheet.			

Receiving institution [Erasmus code]	Available support services for people with:	Description of support services (optional)	Contact details (email, phone)	Website for information
D BERLIN14	See attached Fact Sheet.			

F. Information

1. Housing

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D BERLIN14	See attached Fact Sheet.	

2. Visa

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D BERLIN14	See attached Fact Sheet.	

3. Insurance

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D BERLIN14	See attached Fact Sheet.	

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
D BERLIN14	See attached Fact Sheet.		