



HWR Berlin _Berlin School of Economics and Law: International Semester Campus Lichtenberg (Public Administration / Law / International Security Management)



The Departments of Public Administration / Law / Security Management of the HWR Berlin_Berlin School of Economics and Law invite international students from partner universities to come to Berlin to study an international semester (completely in English and no tuition fees).

The Departments are situated at our

Campus Lichtenberg, Alt-Friedrichsfelde 60, 10315 Berlin.

General Information

ERASMUS Code: D BERLIN06

Website:

<http://www.hwr-berlin.de>

Academic Calendar – a) Winter Semester

NOMINATION DEADLINE FOR PARTNER UNIVERSITIES

March 1 – April 15

APPLICATION DEADLINE FOR NOMINATED STUDENTS

April 1 – May 31

ORIENTATION

Welcome Day I	Early September (PARTICIPATION STRONGLY RECOMMENDED, ESPECIALLY FOR ALL STUDENTS FROM OVERSEAS)
Intensive German Course	September approx. weeks 2 and 3
Welcome Day II (Late Arrivals)	Early October

SEMESTER

Teaching Period	Early October – approx. February
Examination Period	End of January– early /mid- February
Resit Exams	End of March - early April

Academic Calendar – b) Summer Semester

NOMINATION DEADLINE FOR PARTNER UNIVERSITIES

August 1 – October 15

APPLICATION DEADLINE FOR NOMINATED STUDENTS

September 15 – October 31

ORIENTATION

Welcome Day I	Early March (PARTICIPATION STRONGLY RECOMMENDED, ESPECIALLY FOR ALL STUDENTS FROM OVERSEAS)
Intensive German Course	March approx. weeks 2 and 3
Welcome Day II (Late Arrivals)	Early April

SEMESTER

Teaching Period	Early April – approx. August
Examination Period	End of July – Early August
Resit Exams	End of September – early October



APPLICATION PROCEDURE

Please contact your International Office at your home university to see if you are eligible to be nominated to the programme.

Once you have been nominated by your International Office, we will send you a registration-link.



LANGUAGE OF INSTRUCTION

English

Deutsch

Studierende mit B2-Level Deutschkenntnissen können die Deutschen Kurse belegen – s. Annex III



LEVEL OF INSTRUCTION

All exchange students are enrolled as Bachelor-students.

No English-taught-Master-level courses are offered.

Ausnahme sind deutschsprachige Master-Studierende mit einem entsprechenden Partnerschaftsabkommen.

GERMAN LANGUAGE COURSES

Exchange students can take part in:

- a free-of-charge two-week German Intensive Language Course (3 ECTS) before the start of the regular semester; a certificate will be issued upon successful completion of the course (min. 80% attendance and passed exam)
- given compatibility with the time table: an optional German language course (5 ECTS) during the semester at different levels

TUITION FEES

There are no tuition fees.



ADMINISTRATIVE CHARGE FOR ENROLMENT (STUDENT ID / SEMESTER TICKET)

All students, whether regular or exchange students have to pay an administrative charge for the so called semester ticket / student ID. It is compulsory for all students and enables them to use Berlin's public transport system. The transportation pass is part of your HWR Berlin student ID card. Your student ID card is also required for the library and other administration services. Please note: A car is not needed in Berlin. The public transport system runs day and night.

You will get the payment information for the Student ID / Semester Ticket shortly before the semester starts.

WE WILL NOT ISSUE RECEIPTS FOR THE PAYMENTS MADE.

Your receipt will be your printed student ID.

LETTERS OF ACCEPTANCE (LoA) / CONFIRMATION OF ADMISSION

We will automatically issue letters of acceptance for all incoming students from partner universities located OVERSEAS for visa reasons.

All students nominated by partner universities in an ERASMUS+/EU-country can download their LoA in their registration account shortly after the registration deadline.

ACCOMMODATION



The International Office can provide a **very limited amount** of student dorm accommodations to exchange students. If you are interested in applying, **please tick the appropriate box in your online application form** and we will try to consider your application.

Please note:

If you apply, you will be notified about availability as soon as we get the allotments. The registration period is usually on **very** short notice. Make sure to check your e-mail as well as your spam folder regularly during the time after registering with the HWR to make sure to not miss the accommodation registration deadlines!

Due to a high work-load we will not be able to answer individual inquiries about the exact time of notification. Thank you for your understanding.

ARRIVAL SUPPORT

A Welcome Day will be organized for all Incoming students.

INFORMATION ON COST OF LIVING

For up-to-date-information check here:

http://www.internationale-studierende.de/en/prepare_your_studies/financing/costs_of_living/





VISA INFORMATION

FOR ALL EXCHANGE STUDENTS WITH NON-EU-CITIZENSHIP: For general information about coming to Germany, including entry and visa requirements for your country, please go to:

<https://www.study-in.de/en/>

You will find information on whether you need an entry visa or not here:

http://www.auswaertiges-amt.de/EN/Startseite_node.html

For forms and to make an appointment at the **Aliens Registration Office** (to get a residency AFTER entering the country according to Germany entry requirements):

<https://www.berlin.de/labo/willkommen-in-berlin/dienstleistungen/service.271950.php/dienstleistung/305244/en/>

PLEASE NOTE THAT YOU CAN ALREADY MAKE AN APPOINTMENT WITH THE ALIENS REGISTRATION OFFICE ONLINE ALREADY FROM YOUR CURRENT PLACE OF STAY. WE STRONGLY RECOMMEND YOU MAKE USE OF THIS OPPORTUNITY.

Contact Information International Office Campus Lichtenberg

Departments of Public Administration / Law /
Security Management



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In the office Monday - Wednesday



Exemplary Study Programmes (subject to change; final schedule will be sent approx. 3-4 weeks before semester start; the exemplary courses do not have course numbers; a regular work load consists of 30 ECTS / semester; 5 ECTS correspond to 4 hours per week;

Annex I:	Exemplary Study Programme Winter Semester
STUDY PROGRAMME PUBLIC ADMINISTRATION / LAW; subject to change	<ul style="list-style-type: none"> • Environmental Law (4 ECTS) • Intercultural Competence and Conflict Management (5 ECTS) • The Handling of Diversity By Means Of Legislation (4 ECTS) • Introduction To Social Research Methods (5 ECTS) • Social State and Social Law, Welfare State and Social Rights (5 ECTS) • The Political System of The European Union (4 ECTS) • Legal Aspects of Globalisation (5 ECTS) • Foreign language skills: German A1 level (5 ECTS)
STUDY PROGRAMME INTERNATIONAL SECURITY MANAGEMENT – (ONLY OFFERED IN WINTER SEMESTER) SUBJECT TO CHANGE	<ul style="list-style-type: none"> • Guided Research In Security Studies Related Topics (5 ECTS) • Security services on international and national level (5 ECTS) • International risk analysis, protection of critical infrastructures, disaster and crisis management (5 ECTS) • Intercultural Competence and Conflict Management (5 ECTS) • Lecture series: Security related topics (5 ECTS) • Foreign language skills: German A1 level (5 ECTS)

**Module Descriptions for the Exemplary Study Programme
Public Administration and Law: see Annex II**

Module Descriptions International Security Management

Module 1	<p style="text-align: center;">Guided Research in Security Studies Related Topics</p> <p>Students will be enabled to efficiently and successfully research in the field of their respective thesis or related to their interests under the supportive guidance of professors. With regard to the skills in academic writing, students will be trained to meet international standards.</p>
Module 2	<p style="text-align: center;">Foreign Language Skills</p> <p>Students will deepen their knowledge of English in order to competently communicate in their professional environment at a high level of linguistic accuracy. Having completed this module, students will be prepared to pass the language competence test according to the requirements of Common European Framework Level C1. Alternatively, students will be able to make themselves understood in German and learn the basics of the local language.</p>
Module 3	<p style="text-align: center;">Security services on international and national level</p>



	<p>Students will have detailed knowledge of the legal framework, the essential markets and the main fields of activity in EU-wide provided security services. Furthermore, they will have an understanding of the dynamics of the inner market as reflected in the activities and concepts of the major players. Additionally, students will acquire basic knowledge about all frameworks relevant for security in order to successfully complete work placement in their host countries.</p>
Module 4	<p>International Risk Analysis, Protection of Critical Infrastructures, Disaster and Crisis Management</p> <p>In order to understand the significance of risk analysis, students will learn its principles in both the international and national context. They will get acquainted with international rules to the extent of applying these rules to scenarios in their own country. This module will prepare them to provide state institutions, NGO's and businesses with holistic risk analyses, which aim at counteraction against threats and understanding the scale of destruction. Students will focus on developing a joint understanding of the specific threats and the general set-up in foreign countries.</p>
Module 5	<p>Intercultural Competence and Conflict Management</p> <p>Coping effectively with intercultural challenges is essential for international companies. The level of intercultural communication skills and conflict resolution competences will define the success of future executives. This module includes lectures as well as experimental games, which will emulate disputes between states or groups. Students will learn the practice of conflict management, analyse the historical, social and cultural dimensions of conflicts and jointly prepare workshops on these subjects.</p>
Module 6	<p>Lecture Series</p> <p>Security related topics with national and international experts</p>



Annex II:	<u>Exemplary Study Programme Summer Semester</u>
<p>EXEMPLARY STUDY PROGRAMME PUBLIC ADMINISTRATION / LAW; SUBJECT TO CHANGE</p>	<ul style="list-style-type: none"> • Environmental Law (4 ECTS) • National And EU-Business Law (5 ECTS) • Intercultural Competence and Conflict Management (5 ECTS) • The Handling of Diversity By Means Of Legislation (4 ECTS) • Introduction To Social Research Methods (5 ECTS) • Social State and Social Law, Welfare State and Social Rights (5 ECTS) • The Political System of The European Union (4 ECTS) • Foreign language skills: German (5 ECTS)
Module Descriptions of <u>exemplary</u> courses in Public Administration and Law	
<p>Environmental Law (4 ECTS)</p>	<p>Environmental Law is a modern field of law which consists of a multitude of legislation both on national and international/European level and is still underway. The lecture covers its specific principles, structures and fundamental regulations, cross-cutting legislation as well as law governing specific sectors, and offers an overview of current debates.</p> <p>Environmental law aims at the protection of the environment, mainly the prevention and control of pollution, and at the management of natural resources. It consists of national law, European law and international treaties. The lecture will give an overview on economic and political approaches to environmental protection, a great variety of legal instruments used and important actors (apart from the states: international organisations, NGOs). On this basis selected challenges in the field of environmental protection and law regimes are analysed and discussed, e.g. climate protection, nuclear waste management, water supply and protection of waterbodies, industrial plants and large scale projects, biodiversity and sustainable use of natural resources.</p>
<p>National And EU-Business Law (5 ECTS) – course offered in summer semester only!</p>	<p>Students gain insights in the different approaches towards protection of interests of consumers, creditors, shareholders and stakeholders and towards corporate governance and corporate social responsibility in Germany as well as other the member states of the European Union. For this purpose students get information as to the corporate law systems in these countries (i. a. Germany, France, UK, Italy, Spain). Furthermore, students learn about Corporate Social Responsibility, EU-Competition law, EU-Insolvency law and the attempts of the European Union to harmonize national corporate laws. Students return to their home universities with ideas to come to a corporate, competition and insolvency law system which serves both the interests of companies and the interests of consumers, creditors, shareholders and stakeholders</p>
<p>Intercultural Competence And Conflict Management (5 ECTS)</p>	<p>Coping effectively with intercultural challenges is essential for international companies. The level of intercultural communication skills and conflict resolution competences will define the success of future executives. This module includes lectures as well as experimental games, which will emulate disputes between states or groups. Students will learn the practice of conflict management, analyse the historical, social and cultural</p>



	dimensions of conflicts and jointly prepare workshops on these subjects.
Legal Aspects of Globalisation (5 ECTS) – course offered in winter semester only!	<p>With the increasing globalization of markets, cross-border contracts have become a common practice for most traders as well as for the legal experts assisting them. At the same time, however, international contracts are still considered to be a difficult and mysterious subject. In fact, one of the main difficulties for those who deal with international contracts, without having specific legal expertise in this field, is the lack of information about the rules and principles that govern cross-border contracts.</p> <p>The main purpose of this course is to give the students a basic comprehensive view of the principles that govern cross-border contracts, so that they can gather a better understanding of what is going on when certain legal issues are raised and, consequently, decide which action should be taken. For this purpose, students will get familiar with a variety of international, European and national legal sources. In doing so, students learn to take into account a range of varying national and international legal and cultural perspectives by using analytical, critical and creative thinking. Goal of this lecture is to help students improve their capacity for judgment in complex legal and business settings and develop their intercultural competence.</p>
The Handling of Diversity By Means Of Legislation (4 ECTS)	<p>Modern law reflects – or should reflect – the growing awareness of diversity in a society. The lecture gives an overview of constitutional and international human rights in this field; specific anti-discrimination legislation and the enhancement of the law are analysed and discussed.</p> <p>The implementation and integration of the idea of equal treatment as a legal principle has a long history but is nevertheless not accomplished. In recent years anti-discrimination legislation and jurisdiction covered aspects of religion, gender, sexual orientation, age, socioeconomic status, physical abilities. The question of nationality as a distinguishing feature is discussed especially in European Law. The concept of diversity in this context is a shift towards a general understanding of individual differences as something positive.</p> <p>The lecture will give an overview on anti-discrimination and diversity policies on national and international level. On this basis the legislation and jurisdiction of Germany, the European Union, the Council of Europe and selected countries are analysed and discussed, covering regulations of administrative law, labour and corporate law.</p> <p>The first part of the course will be held in October/November (4 half-day lectures). In November/December the participants of the course will prepare a presentation and a paper. In January lectures will be held on three days (mixture of lecture and students' presentations).</p>
Introduction To Social Research Methods (5 ECTS)	<p>In this class, students sharpen their ability to critically consume applied research on topical social issues relevant to work in public administration and civil society organizations. Through reviewing existing studies and diverse forms of research communication, students deepen their understanding of the research process and various empirical methods, as well as their ability to draw practical conclusions from research. A prior introductory class to social science research methods is desirable but not essential. The language of instruction is English. Students are encouraged and supported to participate in English. In each session, we also set aside time to collectively clarify technical terms and unknown vocabulary. The class meets every other week. Credit will be awarded based on attendance</p>



	and active participation, including class discussions, small group work, short presentations and homework.
Social Security Law (5 ECTS)	Introduction to the German security system with basic duties and principles, current developments and challenges. Focus on social aid (basic benefits for job seekers, SCB II, social assistance, SCB XII), comparison with other countries.
The Political System of The European Union (4 ECTS)	The aim of this course is to introduce international students to the political system of the European Union. The course will deal with the following topics: Beginnings of the Process of European Integration, Treaties from Maastricht to Lisbon, EU-Institutions and the decision-making-process, EU-Enlargement, Selected Policies of the EU, Common Market – Fundamental Freedoms, EU Charter of Fundamental Rights, Legal Protection
Corruption: A sociological perspective (5 ECTS)	The course gives an introduction to sociological perspectives on corruption in public administrations. Largely understood as unethical, criminal or self-interested behavior of deviant individuals, a sociological perspective focuses instead on structural social factors that give rise to corrupt behavior and highlights functions and unintended consequences it has for those involved in it and society at large. In the course, classical and contemporary sociological literature dealing with corruption will be read and discussed.
Foreign Language Skills: German (all levels) (5 ECTS)	Students will be able to make themselves understood in German and learn the basics of the local language according to their language skills.



ANNEX III: INFORMATIONEN ZU DEN DEUTSCHSPRACHIGEN KURSEN FÜR GASTSTUDIERENDE:

FB 3 Allgemeine Verwaltung:

Bitte beachten:

- 1) BA-Gaststudierende dürfen an allen BA-Kursen aus allen angebotenen Studiengängen teilnehmen, d.h. alle bis auf die zwei Master-Studiengänge „Recht für die öffentliche Verwaltung“ und „Nonprofit-Management und Public Governance“. Kurse des Masterstudiengangs „Nonprofit-Management und Public Governance“ sind bestenfalls als not-for-credit Kurse und nur für Master-Studierende belegbar.
- 2) Austauschstudierende können keine Sprachkurse belegen.

In den Vorlesungsverzeichnissen finden Sie Informationen zu den Kursinhalten sowie die genauen Zeiten und Dozenten der Kurse.

Alle Kurse für Bachelor und Master Kurse am FB 3 sind zu finden unter:

<https://www.hwr-berlin.de/hwr-berlin/fachbereiche-und-zentralinstitute/fb-3-allgemeine-verwaltung/studieren-am-fachbereich/studienorganisation/>

Die Kurse für das jeweilige Semester sind jedoch immer erst ca. 2 Wochen vor Semesterbeginn online!

Für alle FB3-BA-Studiengänge bis auf Public and Non-profit Management gilt:

- die Module der ungeraden Semester (1,3,5) werden immer im Wintersemester angeboten;
- die Module der geraden Semester (2,4,6) werden immer im Sommersemester angeboten;

Im Studiengang Public and Non-profit Management werden alle Module außer den Wahlpflichtschwerpunktfächern jedes Semester angeboten.

FB4 Rechtspflege:

Der Fachbereich nimmt aufgrund der dualen Struktur seiner Studiengänge derzeit keine Gaststudierenden auf.

FB 5 Security Management:

Alle Kurse für den Bachelor Sicherheitsmanagement am FB 5 sind zu finden unter:

<https://www.hwr-berlin.de/hwr-berlin/fachbereiche-und-zentralinstitute/fb-5-polizei-und-sicherheitsmanagement/studieren-am-fachbereich/studienorganisation/>

ECTS-INFORMATION FÜR ALLE STUDIENGÄNGE FB3-5:

Für die **ECTS /CREDITS eines Kurses** müssen Sie die Modulkataloge des jeweiligen Studienganges konsultieren.

Sie finden die Modulkataloge der FB 3 (Öffentliche Verwaltung) und 5 (Sicherheitsmanagement) unter den oben genannten Links.

- Vorlesungsverzeichnisse und Modulinformationen
- den Studiengang auswählen
- Modulkatalog/Modulbeschreibung als pdf-Dokument

BITTE BEACHTEN SIE:

LASSEN SIE SICH UNBEDINGT ZU BEGINN DES SEMESTERS VOM DOZENTEN/IN DES KURSES DIE ECTS-ANZAHL BESTÄTIGEN. In manchen Fällen gibt es leichte Abweichungen aufgrund von Änderungen der Studienordnungen.