

PARTNER INFORMATION SHEET 2024/25

Full legal name of the institution	Hochschule Bremen, City University of Applied Sciences (HSB)	
Erasmus Code	D Bremen04	
Address	Neustadtswall 30, 28199 Bremen, Germany	
Institution's Website	HSB: www.hs-bremen.de Information for INCOMING Exchange Students	
International Office	<p>International Office AB-Building, Rooms AB 104-108 Neustadtswall 30, 28199 Bremen, Germany</p> <p>Institutional Coordinators for INCOMING Students: Sarah Peschka & Christiane Sgonina T +49 (0) 421 5905-2160 E International-office@hs-bremen.de</p> <p>ERASMUS+ Institutional Coordinator & Deputy Institutional Coordinator: Ilka Knippel T +49 (0) 421 5905-4135 E erasmus@hs-bremen.de</p>	
<p>Your contact persons: Departmental Coordinators INCOMING and OUTGOING Students</p>	<p>Claudia Kuhlmann T +49 (0) 421 5905-4230 E claudia.kuhlmann@hs-bremen.de</p> <p>F +49 (0) 421 5905 4815 W https://www.hs-bremen.de/en/hsb/faculties/school-of-international-business/organisation/</p> <p>School of International Business (SiB) Office of International Relations and Business (ZIBP) Werderstraße 73 28199 Bremen Germany</p>	<p>Stefanie Gösling T +49 (0) 421 5905 -4814 E stefanie.goesling@hs-bremen.de</p>
<p>Tailor made Programme:</p> <ul style="list-style-type: none"> ✓ Courses offered for Incoming Students and ✓ Curricular Programme: Study with Domestic Students in English ✓ ZLL Programme: <ul style="list-style-type: none"> - Study in English - Learn German 	<p>School of International Business : B2 English knowledge</p> <p>Study in English – Further Seminars in English Language</p> <p>Learn German – 60-hrs-course for EUR 160,- (6 ECTS) German as a Foreign Language classes</p>	

Language of Instruction	English: Necessary Proof of English proficiency German: Necessary proof of B1.2 of German Language based on the Common European Framework of Reference for Languages (CEFR). (Only if students want to study with domestic students in German Language)	
Semester Schedule	Fall / Winter Semester 2024-25	Spring / Summer Semester 2025
Nomination Deadlines Application Deadlines	01 March – 15 June 2024 01 March – 30 June 2024	01 November 2024 – 15 January 2025 01 November 2024 – 31 January 2025
Orientation Week (OW)* Lecture Dates Exam Dates *Compulsory attendance*	07. OCT. – 11. OCT. 2024 (morning) 14. OCT. – 31. JAN. 2025 01. FEB. – 15. FEB. 2025 seasonal holidays: 23. DEC.2024 - 04.JAN.2025	31. MAR. –04. APR. 2025 (morning) 07. APR. – 11. JUL. 2025 12. JUL. – 26. JUL.2025
German Intensive Language Course for Incoming Students for free	60-hrs-course for EUR 160,- (6 ECTS) Information: https://www.uni-bremen.de/en/language-centre-of-the-universities-in-the-land-of-bremen/languages-a-z/a-g/german/language-courses-german	
Visa required?	Check the German Federal Foreign Office visa navigator: https://www.auswaertiges-amt.de/en/visa-navigator/2315250 Proof required for student visa application (if applicable).	
Approximate monthly Costs in EUR		
Onetime payment: - Visa fees (BSU) for non-European - Study material/ books - City and regional transportation	~ 100,00 ~ 35,00 ~ 300 ca. contribution per semester (semester ticket for the use of public transport in and around Bremen , Student Services, General Students' Committee)	
Monthly: - Accommodation - Health insurance - Food and Beverage	~ 300,00 - 50,00 ~ 100,00 ~ 200,00 -300,00	
Overall for about five months Overall per month	~ 5604,00 EUR (including Visa costs) / for one Year 11,208 EUR ~ 934,00 EUR	
Other useful Information or Websites for Incoming Students HSB Information for Exchange Students	www.bremen-tourism.de www.stw-bremen.de www.meinestadt.de/Bremen	

Nomination and Application to our Exchange Programme:

- 1) The student contacts the person in charge of the cooperation at his/her home institution in order to make arrangements for his/her studies at HSB in Bremen.
- 2) The coordinators at the home institution and HSB will inform the applicant about the application details.
- 3) The coordinator at the home institution sends a list with the names of nominated students to HSB. The nominations should include:

- ✓ full name of student: name and last name
- ✓ email address
- ✓ field of study at the home institution
- ✓ subject area at HSB
- ✓ exchange period at HSB: winter semester XX / summer semester XX / full year XX

- 4) HSB will send an email to the coordinator at the home institution and/or the student with a link to HSB's online application form (open for 3 months):

The application should be done in Move on and the students should upload the following Documents:

- ✓ Copy of your pass
- ✓ Transcript of Records
- ✓ One Photo in color
- ✓ English Proficiency Proof

Proof of Proficiency in English for International Exchange Students

International exchange students intending to take classes/modules taught in English will need to provide evidence that they have sufficient competence in English as part of their application. Sufficient proficiency in English can be proven by supplying internationally accepted test scores, certificates, or other evidence of adequate language competence.

Students will meet the English language proficiency requirement by providing one (1) of the following English language test scores, certificates or statements of confirmation on language level:

1. IELTS (International English Language Test Service) – minimum score 5.5
2. TOEFL (Test of English as a Foreign Language) – minimum score
 - Paper-based: 530
 - Computer-based: 197
 - Internet-based (iBT): 71
3. University of Cambridge – one (1) of these certificates
 - First Certificate in English – at least grade B, or
 - Certificate in Advanced English – at least grade C, or
 - Certificate of Proficiency in English – at least grade C
4. UNICert level II
5. Michigan English Language Assessment Battery (MELAB) – minimum score 85
6. **B2** competence level certificate/confirmation from a recognized university language center or a language instructor from your home institution based on the **Common European Framework of Reference for Languages (CEFR)**

7. Evidence that:

- Your native (first) language is English
- You completed your secondary school education with English as the language of instruction
- You have spent at least one year studying or working in an English-speaking country within the last three years.

5) The students will receive an acceptance letter and admittance information after they have submitted their complete online application and have been accepted by HSB.

6) Further Steps for Admission and Arrival:

- Health Insurance
- CampinO
- Semester Ticket contribution
- Visa Process
- Accommodation

→→ **Please note: We do not require any postal sent original documents.**