



ERASMUS and Exchange Student Guide

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Brandenburg University of Applied Sciences

Facts and figures

1 small and friendly campus in Brandenburg an der Havel

2,700 students in first class teaching facilities and laboratories

3 departments “Business and Management“, “Informatics and Media“ and “Engineering“

A lot of fun while studying and living in Brandenburg - check our blog www.erasmus-brandenburg.de

90 km from Brandenburg an der Havel to Germany's capital Berlin

For more information
<https://zis.th-brandenburg.de/>

380 international students from **60 countries**

or visit us on Facebook!



Your exchange place is reserved for you!



Our university

Brandenburg University of Applied Sciences (in German: Technische Hochschule Brandenburg or THB for short) is one of 12 higher education institutions in the state of Brandenburg with 2,700 students in the Department of Business and Management, the Department of Informatics and Media and the Department of Engineering. 380 of our students come from abroad.



The old and the beautiful

With the founding of the university, just an hour's drive by public transport from Berlin, in April 1992, the city of Brandenburg on the river Havel became a university town for the first time in its history of over a thousand years. The main building of the former military barracks houses today the university administration as well as the Department of Business and Management. The former red-brick barracks have been renovated and the white painted rooms and hallways are pleasantly cool in the summer. An excellent library has been set up in the former stables, and what was once the officers' mess has been rebuilt into buildings housing modern lecture halls. The campus has been expanded with various new facilities. The two old red-brick buildings together with the three new buildings with a yellow clinker exterior form a harmonious ensemble which makes the university campus one of the most attractive in Germany.

This young university is a higher education institution with international flavour. With its focus on applied learning students graduate with solid knowledge and hands-on experience and thus, are perfectly prepared to follow their professional careers.

Benefits

The excellent environment in this small but expanding university offers exceptional opportunities; close personal contact with academic staff, spacious laboratories, workshops and computer facilities and small study groups. All of these contribute to rapid and effective results. The professors at Brandenburg Univer-

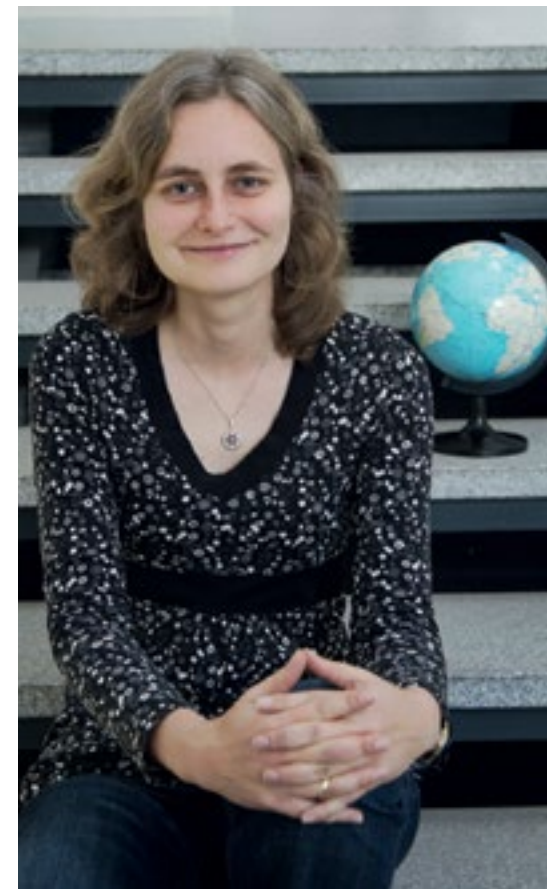
sity work closely with public and private sector companies and institutions in the region which are involved in research and development projects. Students participate hands-on and thus benefit in a practical way, adding value to their studies.

The international office

Offering help and information during your stay

At the international office you can get help and information.

You are welcome to come by at any time not only during office hours. We advise international as well as German exchange students. Our buddy students provide further support with all matters of everyday life. Brandenburg University has partnerships with about 50 universities and institutions, both in Europe and overseas. Feel free to contact the ERASMUS-Coordinator Ms. Heike Wolff (wolff@th-brandenburg.de).



Application information for your exchange

Deadline and documents

Students from our partner institutions may study in Brandenburg as Erasmus or exchange students for one semester or one academic year.

Applications should be made no later than June 1st for the winter semester and December 1st for the summer semester. Ask your exchange coordinator at your home university for help.

Application:
<https://zis.th-brandenburg.de/incoming-exchange/bewerbung/>

If you want to stay in our student accommodation, just tick your choice on the application form!

You can send the learning agreement together with the application form or bring it along. Timetables can be found at <https://informatik.th-brandenburg.de/Stundenplan/Plan.htm> Please note that you need to provide yourself with the necessary medical insurance.



Introductory week

Coming to a new country and university is always a challenge! We therefore offer an introductory week, which runs one week before the start of the lectures. Exchange students are required to attend this introductory week. During this week, you get to know the other exchange students, meet your buddy students and receive important information about your academic stay. We also take care of some formalities such as the registration with the citizen's office, get access to the computer facilities and so on.

How to get to Brandenburg University

As you may already know, there are two airports in Berlin. We would like to give you some advice on how to get to the university if arriving by plane.

Berlin - Schönefeld airport

Go to the train station opposite to the airport. At the train station board the Airport Express train towards the center of Berlin. After about 20 mins. change trains at any of the following stations:

Berlin-Ostbahnhof, Alexanderplatz, Friedrichstrasse, Hauptbahnhof, Zoologischer Garten to the regional train (RE1), direction Brandenburg or Magdeburg, which takes you directly to Brandenburg in about 40 mins.



Berlin - Tegel airport

When you exit the airport, take the shuttle bus number No 109, which goes directly to Berlin Charlottenburg, the train station where you can take the RE 1 to Brandenburg.

Arriving by train

Brandenburg an der Havel is located on the Berlin to Magdeburg train line. From Brandenburg's main train station (Brandenburg Hauptbahnhof) all trams go in the direction of the university. Get off at the tram stop called "Fouquéstraße / THB." You will hear an announcement and see the electronic sign.

Arriving by car

Brandenburg can be easily reached via motorway A 2. Take the Brandenburg exit (No78) and drive about 8 km until you reach town and remain on the main road. After passing the bridge, take the third right turn (turn right in direction of the Halls of Residence and straight ahead towards the campus).

Academic information

Course offers

Study courses

Courses are usually taught in German, but a selection of modules is taught in English in the Departments of Business and Management and Informatics and Media. Please check our website for further information. You can decide upon your timetable during the introductory week.

German language course

Brandenburg University offers courses in German as a foreign language aimed at improving the language skills of not only exchange students but of all international students. You will learn German grammar as well as improve your communication skills and learn plenty of new and exciting words. Last but not least, the course will give you the chance to meet new people, so don't hesitate to take part.



General lecture series: History of the city of Brandenburg

Learning about Brandenburg's history is something you will be sure to enjoy. The course is usually organized each semester and offers you a chance to get to know the history of the town, its traditions and culture better by visiting some of the town's museums and places of interest.

What about visiting the oldest church in the state of Brandenburg? Or having a chat with the mayor of Brandenburg/Havel? Or just enjoying a canoeing tour in the company of an Olympic medallist in canoeing? Who could refuse?

Teaching and studying methods

Courses at Brandenburg University can be lectures, seminars and lab work. Exchange students are integrated into normal lectures, so you will have the chance to get in contact with your German fellow students. However, there are a few special offers exclusively for exchange students, such as „Profiling Germany“ or „History of the city of Brandenburg“.

Some professors still prefer the format of a „classic“ lecture. But many professors encourage a lively interaction and discussion between lecturer and students. So apart from taking notes don't be shy to ask questions or give an opinion or comment! There is also a lot of teamwork where groups of students work on a common project. Very often

such projects are the basis of a final grade in this subject. So active contribution is highly appreciated by the (German) group members and might be a chance to make friends as well.

A single lecture usually takes 90 minutes, sometimes 180 minutes with a break. While attendance may not be compulsory in most courses, it is highly valued by the lecturers.

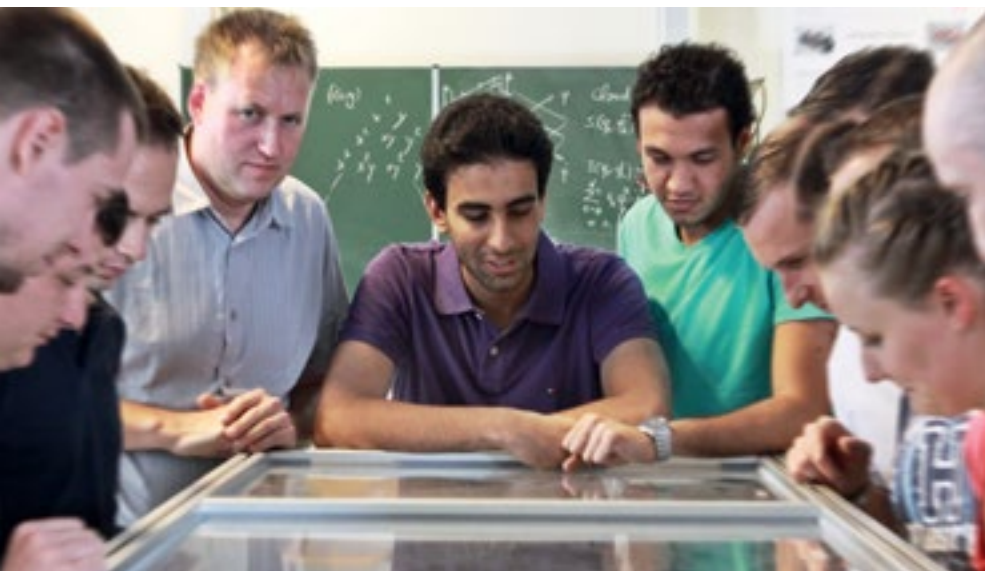
Of course, you can always ask your lecturer for an individual consultation.

European Credit Transfer System (ECTS)

ECTS credits offer a quantitative description of the studying achievements. In all Europe, normally 30 credits are awarded for one semester. ECTS credits are value

allocated to course units to describe the student workload required to complete them. They reflect the quantity of work each course requires including lectures, practical work, seminars, private study -in the library or at home- and examinations or other assessment activities. Credits are awarded only when the course has been completed and all stipulated examinations have been successfully taken.

Apart from ECTS credits local grades will be given. These are based on the results of exams or coursework. Some modules however are only assessed by “pass” or “fail”. After the end of the semester, when the exam results are available, the International Office issues the transcripts of records for all exchange students and sends them to the given home address.





Facilities

Personal e-mail and internet access

Brandenburg University offers its students a personal e-mail address which they receive shortly after enrolment at the University. The International Office will help you get such an e-mail address after your arrival in Brandenburg/Havel. This means you will always be informed about the different events organized by the university. Of course, there are computer labs at the university which you can use whenever you want to check your mails or surf the Internet. We also offer wireless LAN on campus and LAN in the Halls of Residence.

Accommodation

The „Studentenwerk Potsdam“ is the institution responsible for student lodging in the university’s Hall of Residence. A room in the hall is reserved for each Erasmus and exchange student or assistance is given to find private accommodation. Most exchange students like staying in Halls because it offers many advantages such as

- a single room for € 195 or a single apartment for € 270.
- a large party room which can be used at any time for celebrating different events like birthday parties

or traditional dinners.

- nearby supermarkets include Netto (10-min. walk) and Rewe (10-min. walk).
- and of course the most important fact that the Halls of Residence is next to the university, meaning you practically step out of the main entrance into the university.

University library

Collection

More than 80,000 volumes of which 50,000 are on open shelves, 5,000 electronic books and a few databases, 114 subscription periodicals, 11 daily and weekly subscription newspapers. The university library will soon become

a key partner for accessing information necessary to complete your studies successfully.

Information on the literature available can be found using the online catalogue (OPAC) at the terminals located in the entrance hall of the library. You can use the computers in the library or your own notebook using WLAN. Space is provided for studying in groups.

There is an introductory training session for new library users which aims to show you how to make the most of the information resources found in the library. The librarians are always at your disposal and helpful in answering all of your questions. A service “Rent a librarian” is on offer for scientific search.

Opening hours library:

Mon - Fri 10 a.m. to 8 p.m.

during semester breaks:

Mon - Fri 10 a.m. to 5 p.m.

University refectory: „Mensa“

The „Studentenwerk Potsdam“ not only takes care of the Halls of Residence, but also provides wholesome, good food. You can have lunch in the university refectory every day from Monday to Friday between 11 a.m. and 2 p.m. There are four different set menus offered each mealtime for € 1.40 to € 2.50. A salad bar with fresh vegetables and salads is also at your disposal.

The university cafeteria is located in the same building. It contains about 50 seats for students who would like to enjoy a delicious breakfast, tasty sandwiches and hot coffee or who just decide to spend their break in the sun enjoying a softdrink. You can take advantage of the university cafeteria from Monday to Thursday between 8 a.m. and 6 p.m. and on Friday between 8 a.m. and 3 p.m. and every second Saturday from 9 a.m. to 2 p.m. Tuck in!

Student union services

Transportation: Semester-ticket

The Brandenburg University Semester-ticket is a cost-effective travelcard valid throughout the entire semester. It is included in the semester fee and is valid for the whole public transport network in Berlin and Brandenburg (VBB) as well as regional trains to Magdeburg. That means you can use all VBB transport (regional trains, buses, underground, tram) with this ticket. What about a trip to Berlin or Potsdam? The journey will take you only 20 minutes to Potsdam or 40 minutes to the centre of Berlin. Find out more about train and bus connections at www.bahn.de or www.vbb.de.

University sports

The student union at the university, AStA, offers a wide-ranging programme to all students interested in sports. The sports activities on offer will help you ease the psychological stress of your studies by actively taking part in sport.

Last but not least, taking part in organised sports activities also means meeting interesting people and makes for good student contact.

At present the following sports courses are offered:

- Basketball
- Volleyball
- Football
- Table tennis
- Handball
- Water sports
- Badminton
- And others...
-

If you have any other particular sports interests, don't hesitate to contact us or astaspport@th-brandenburg.de. We also advise on sports associations as well as fitness studios and yoga classes in town.

StuPa and AStA

If you need assistance or just good advice, you can always contact representatives of the StuPa (the student parliament) and AStA (the student union). In fact StuPa is the most important board which takes decisions connected with students' interests. It not only represents students but also administers funding which is part of the university students' budget. The StuPa is elected once a year by the university's students. If we com-



pare Brandenburg University with Germany, StuPa would be the University's Federal Parliament.

AStA is the executive committee of StuPa. Among its tasks are:

- to provide financial controlling support
- to improve the transparency of university policies for students and to ensure responsibility is taken for them
- to address students' social concerns
- to inform the students about events organised by the university
- to arrange parties and concerts
- to organise sporting events and support sports groups.

The AStA office is located on the ground floor of the refectory building. For more information see <https://stuve.th-brandenburg.de/> or contact <https://stuve.th-brandenburg.de/wichtig/kontakt/>

IQ - the university pub

IQ is located in the basement of the main building and is open almost every night. Here you can hear music rich in styles and rhythms and have a drink or two. Special events such as Latino parties, concerts, Goth nights, karaoke and more are held at IQ, including private parties organised by students themselves. If you want to party with other students, don't hesitate to contact iq-studentenkeller.com

LIVING COSTS

a visit to the cinema

€ 5,50 - 10

beer in a pub (0.5l)

€ 2 - 4

monthly living costs

€ 450 to 600

Living in Brandenburg an der Havel

Comparing Brandenburg to Venice might be stretching things a bit, but there is at least as much water here as there is in Venice, and the water in Brandenburg is relatively clean by comparison.

The surrounding areas are perfect for sailing, rowing, swimming, fishing, picnicking and hiking. When the lakes freeze over in a really cold winter, the city residents simply put on their ice skates. Fans of the arts will find two theatres which provide a variety of performances. Nearby is Paulikloster which is home to the federal state's Archaeological museum (Landesmuseum). Once a year Brandenburg hosts a jazz festival attracting groups Germany-wide as well as from other European countries.

Life is peaceful in the sprawling park and palace grounds in Potsdam, 40 kilometres away. Visitors can spend days strolling through the gardens, admiring the palaces of Frederick the Great and his family. And if you're still yearning for yet more culture, Berlin is just 70 kilometres away.

During the week, life in Brandenburg is quite relaxed. Students can get together on the campus around the university buildings, enjoy a coffee in the student café or just stretch out in the sunshine. There are various beer gardens, pubs and restaurants. However, on the whole things are fairly quiet and the best bet for nightlife remains Berlin. More information at www.stg-brandenburg.de and www.stadt-brb.de.

(Source: www.campus-germany.de)

A city in three parts

Strictly speaking, Brandenburg is a conglomeration of three centres divided by waterways: Altstadt (old city), Neustadt (new city) and Dominsel (cathedral island). Stroll through the inviting alleys in the centre of town and you will find traces of history everywhere. You gain an impression of the city walking past the small garden allotments in the town centre. In the summertime, when people tend to their flowers and relax in the sun, it's hard to believe that Brandenburg is in fact surrounded by industrial parks whe-

re steel, cars, prams, bicycles and toys were once manufactured. An industrial museum demonstrates the importance of the large-scale steel production of the past. (Source: www.campus-germany.de)

Searching for a job

For those of you financing your studies at Brandenburg University by working part-time, we recommend checking the job exchange at „Studentenwerk Potsdam“ www.jobvermittlung.studentenwerk-potsdam.de

You can also use the offer of our career service: <https://stellenticket.th-brandenburg.de/de/> If you can't find a proper job with the help of these two institutions, you could always ask the responsible AStA representatives or just have a look at the job offers often pinned up on the notice boards on the walls of the University's main building.

You can also check out job offers in local newspapers or take a look at the Preußenspiegel and BRAWO, two newspapers which are distributed every Wednesday and Sunday free. The "Berliner Morgenpost" newspaper is more useful for those who prefer to work in Berlin. In any case the chances of finding a part-time job are good and it will only be a matter of time and good.





Business hours of shops

Many of you may be taken aback by the opening hours in Germany, especially those of you from countries where you can go shopping seven days a week. You'd better forget about that in Germany! Why? According to German law all shops have to close on Sundays. But you'll be surprised how fast you'll adapt. The shops and supermarkets are open from 10 a.m. to 8 or 10 p.m. Monday to Friday. On Saturday small shops generally close by 3 p.m. at the latest, but large ones are open until 8 p.m. On Saturday, supermarkets such as Aldi are open until 6 p.m., Netto until 8 p.m. and Lidl and Rewe are open until 10 p.m. Don't forget to buy extra provisions for Sundays! But in case you do forget, you'll still "survive" on a big, delicious döner kebab for € 3.00 at any Turkish take-away open almost 24/7.

Leisure activities

Although it's a small town, Brandenburg offers a large variety of activities and attractions.

First of all the town is situated on the river Havel and it is surrounded by numerous lakes. A third of its territory consists of forests and twenty percent is made up of lakes, rivers and canals. Some of the best and most interesting lakes are Beetzsee, Plauer See and Breitlingsee, providing beautiful scenery as well as bird and animal life. Walking

along the river Havel in the town will lead you to many a park and leafy space.

It is of course not only the local scenery but also the buildings full of history that make visiting the town worthwhile. Apart from the numerous parks in town, there are cultural institutions such as the Brandenburg theatre, the Sonnensegel youth art gallery, the Wredow Painting School, the Fontane club, several museums, the music school and churches which contribute to the cultural life in Brandenburg.

Brandenburg's calendar of events is filled with highlights, festivals and parties such as the Dominsselfest (a festival held on Cathedral Island), the Roland festival held in May, the Havelfest in June, the Brandenburg jazz and big band festival, the historical port festival held in summer and the Christmas Market with the Santa Claus parade in December.

An international student explains the German weather

"First of all, I would like to give some advice to students arriving for the winter semester. I arrived in Brandenburg in October and was pleased to find a sunny and warm autumn. In November it started raining. The weather turned grey and windy and stayed that way for another three months. January, February and March were snowy and freezing. The locals said that they hadn't seen a winter as cold and snowy as that for many years. But that's the weather: always unpredictable somehow. Normally in winter it hardly snows and you may even experience sunny and warm days. So be prepared for surprises.

To those spending the summer semester in Brandenburg, all I can say is not to expect hot, sweaty days typical of southern countries. After all, this is northern Germany. However; the summer can be really wonderful. During my studies I enjoyed a lot of hot, sunny days and spent them sunbathing on the small lakeside beaches, bicycle riding and taking part in the innumerable outdoor activities organised by the university. So, don't forget your swimming gear and lots of good cheer!"

Bistra, Bulgaria

Did you know that cycling is quite common in Germany? In Brandenburg, you can rent a bike to explore the countless lakes in the surroundings!

Impressions

Bistra from Bulgaria

While some of you may already have an impression of Brandenburg from friends or other students who have studied in Brandenburg I would like to share some of my experiences as an exchange student at Brandenburg University with you. The town is small and quiet. You'll see plenty of couples walking around hand in hand, enjoying the nice weather and the tranquility of the town. The university campus is always lively and you meet many students taking a stroll, drinking coffee in the university cafeteria or lying in the sun on the wonderful green lawns of the campus.

Many students travel home for the weekend, so most IQ (the university pub) parties take place on Monday, Tuesday or Wednesday. Plenty of cool beer at € 1 to 2, an exciting atmosphere, new friends all await you there. IQ also has lots to offer you at the weekend: enjoy many different live DJs and unforgettable concerts. You may have to pay an entry fee of € 2 or € 3 for concerts, but in my opinion it is really worth it. Tuesdays could also be exciting, as well as IQ's free-entry karaoke party. In case IQ isn't your thing, you can just cross the main street from the university and try out the atmosphere in HDO. HDO also offers free entry every Wednesday evening. At

the end of the week you can enjoy live music at the pub and see popular young German bands for € 2 to 5. Moreover, HDO also organizes salsa dance courses and shows films once or twice a week. More information about HDO's monthly programme is available online (www.jukufa.de), posters around the university and at the entrance to HDO.

On Fridays and Saturdays the regional trains between Berlin and Brandenburg run hourly throughout the night with a small break between 2 and 5 a.m. It's the perfect opportunity to enjoy the atmosphere of the big city's night life; don't forget to take along your Semesterticket!

We often had traditional dinners together. I enjoyed immensely the evenings spent with my friends from Mexico, China, Spain, Poland, Hungary and Turkey. You will surely also enjoy folk music and delicious exotic meals in these evenings!

Brandenburg University also organises welcome and farewell parties for the exchange students along with several activities, including canoeing and sailing on the Havel river.

The University Campus Summer Festival is held in June. The atmosphere is amazing: many young people laughing, wonderful live music, different sport activities and of course plenty of German beer and delicious food. It's a great opportunity for exchange students to



show off their culinary skills by preparing traditional meals! The university organizes cultural events for the exchange students such as evenings at the cinema and theatre as well as visits to museums and exhibitions. In Brandenburg cinema tickets cost about € 6 - 10. On Tuesdays tickets are reduced to € 5 ("Kinotag"). In the summer there is an open-air cinema outside the town museum with tickets at about € 5. Theatre tickets are between € 5 and 8; student discounts are available. There are more than enough museums in Brandenburg: all you need is time and good company. You will be able to visit almost all of them for free if you take part in the History of Brandenburg course. If you prefer sports, nature and fresh air, the town offers several small, inviting lakes which are perfect in

summer for swimming, picnics and sun-bathing on the beach. You can also rent a motorboat or go sailing. You may also want to go to the sauna or go swimming at the Marienbad aquatic centre, which has several swimming pools as well as a fun pool in the summer.

As you can see there is so much to do in Brandenburg that it sometimes becomes difficult to combine it with your studies. So be careful and don't forget that you are studying at a university and have a lot to learn!!

Lukasz from Poland

Hi! I am Lukasz from Poland. I would like to tell you something about the exciting adventure of a semester I had in Brandenburg an der Havel.

First of all, I want to emphasize that I had the enormous pleasure of meeting lots of great people here, striking up many international friendships - some of them, I hope for life, and feeling what German culture is really like.

Secondly, it's important for you to know that this was made possible by the great care taken by the people here: The International Office, the professors at the university and also our German friends. We

were given the opportunity to visit many beautiful places in Germany, for example Lake Constance, as well as to learn the most obscure and interesting secrets of Brandenburg/Havel during the "History of the town Brandenburg" course.

Thirdly, my studies at Brandenburg University were a great chance for me to improve my German skills. We had the option of taking language classes at the University of Potsdam, so we had also the pleasure to study in this beautiful, historical city and to meet lots of international students there, too.

After my semester here I am sure that it was one of the most wonderful and enjoyable experiences in my life and it will stay with me forever!

Betty from Hungary

My first day here I felt as if I were on a different planet: new flat, new people and everyone spoke German! After a few days I began to understand what people were saying and felt more comfortable. I met great people from many different countries who have become very important to me. They symbolise how small (or big, for example, China) the world is. We did many things together: together we cooked, studied, partied and travelled. My studies in Brandenburg were really a lot of fun and I can honestly say I had the time of my life. I wish you all a great stay, too!

Olga from Latvia

When I first thought about writing about Brandenburg University, I wondered what to write about. What can I say about the main building on campus? ... very beautiful, comfortable, very different to my university of Applied Sciences in Latvia, it looks like an old university: so proud, so serious, so respectable. What can I say about the learning process? Well organised, very interesting, one of the advantages I found that foreign students studied together with German students.

We were not taught separately, yet there were small groups and everyone was able to take an active part in lessons. The equipment and facilities were also mo-

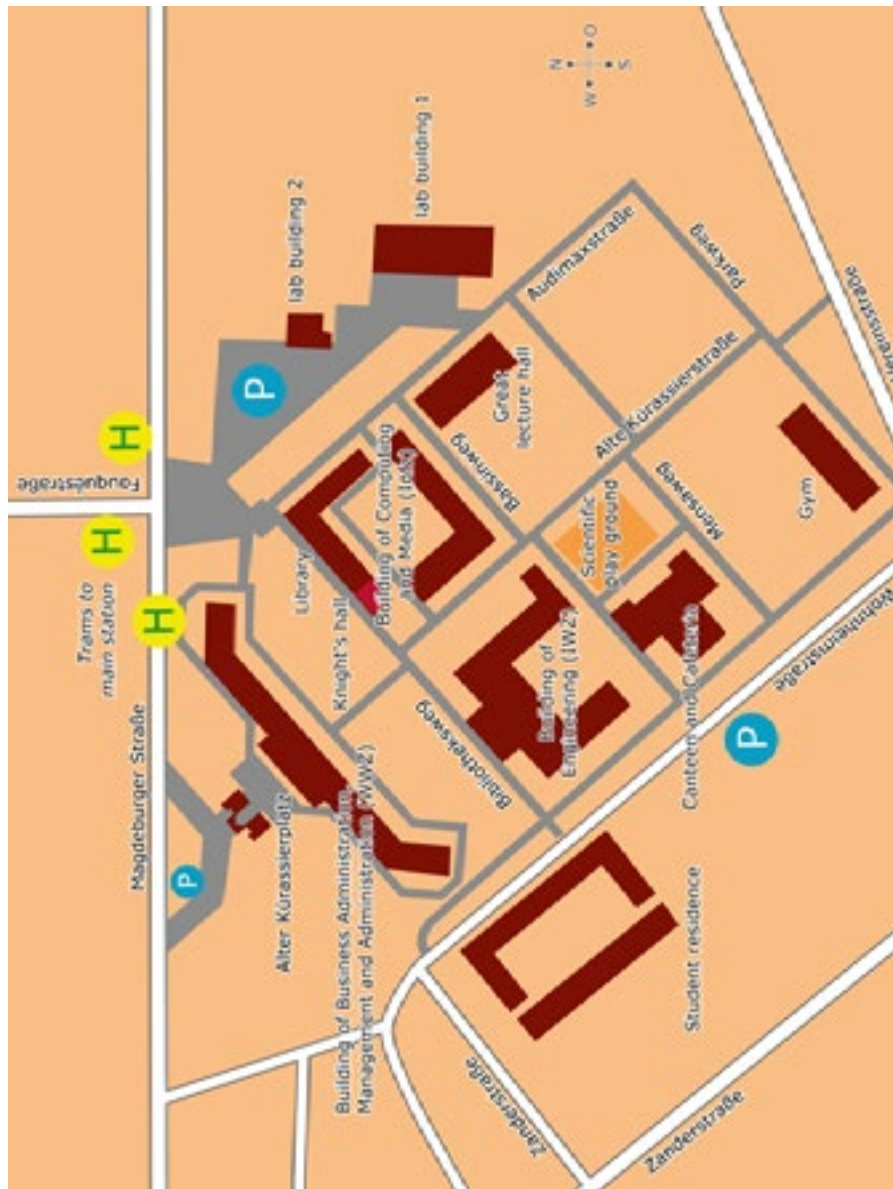
dern. The professors always made sure we were well prepared for classes and felt integrated. "If I speak too fast, say so. If you don't understand something, please ask me!" were things we heard from practically every lecturer. The project groups were divided so that foreign students had to work together with others; this helped us to make contact, get to know others and integrate.

"I have had an amazing time in Brandenburg. I have met great people who I will remember forever. I have improved my German language skills because of a good quality language course and the quietness of the city gave me enough time to finish my thesis."

Arlette from the Netherlands



Campus map



Imprint

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