

# Study abroad in the heart of Germany

## Exchange Student Guide





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# Discover the Harz



The Harz is situated in the heart of Germany, more specifically, in the south-west of the state of Saxony-Anhalt. The Harz mountain region includes the 1,142 m high mountain “Brocken”, making it the highest mountain range in Northern Germany.

Harz University of Applied Sciences is located – as the name suggests – in the centre of this lovely mountain range. The two sites in Wernigerode and Halberstadt will inspire you with their wealth of natural landscapes and their rich history and architecture.

**DISCOVER** the numerous historical timber-framed houses, the old town hall and the castle in Wernigerode. **EXPLORE** the cathedral and its treasury in Halberstadt and **EXPERIENCE** the diverse range of tourist attractions and cultural sights of the region.

Bigger cities like Magdeburg, Braunschweig, Berlin, Leipzig or Hannover offer great opportunities for a day trip and can be reached within one to three hours by bus, train or car.

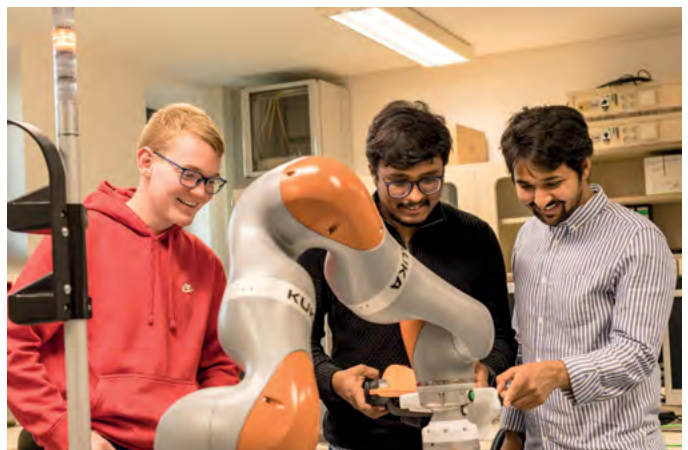


# Study at Harz University of Applied Sciences

## Regional, practically orientated and international

Harz University of Applied Sciences offers an innovative and practically orientated range of degree programmes in the three faculties of Automation and Computer Science, Business Studies and Administrative Sciences. All degree programmes benefit from the modern new buildings and excellent technical facilities. Exchange students can choose courses taught in German from the regular programme of the three faculties as well as courses offered in English. In addition to the selected courses, students can complete language courses in

German and other languages at different levels. Students study in small groups with close contact to teaching staff and other students. They also benefit from individual support before and during their studies. This is an excellent basis for international students to experience a successful study abroad. In addition, the wide variety of student associations for sporting, social and cultural activities enriches the daily life of our students and enables mutual interaction with fellow German and international students.





## Student Services

Besides the study programmes Harz University of Applied Sciences offers a range of services, which make studying easier and more enjoyable.

### University sports – Fit for the lecture hall

Ideal training conditions, flexible course planning and an extremely modern range of equipment get students interested in fitness and exercise. Those who love sports can choose between a variety of different sport disciplines. In summer the popular beach volleyball pitch in the middle of the green Wernigerode campus creates a real holiday atmosphere in the daily routine.

### Library

All students of Harz University of Applied Sciences can borrow most of the books and e-books required for lectures and examinations from the library. In addition to books, the library offers a quiet place to write papers or to prepare for examinations.

### Canteen

As well as the study-related services on offer, the campus also caters for your gastronomic needs. In the canteen you will find a full meal at a good price. There is also a cafeteria and a sales kiosk on campus.









## Course offer

We offer Bachelor and Master courses taught in German and English. The courses taught in English can be arranged flexibly. The courses taught in German are chosen from our regular study programmes.

### COURSES TAUGHT IN ENGLISH

**Courses can be chosen from different fields of study**

- Business Programme (Bachelor)
- Tourism Programme (Bachelor)
- Tourism and Destination Management (Master)
- Technology and Innovation Management (Bachelor)
- Technology and Innovation Management (Master)

### COURSES TAUGHT IN GERMAN

**Courses can be chosen from three faculties**

- Faculty of Automation & Computer Science
- Faculty of Business Studies
- Faculty of Administrative Sciences

### DOUBLE DEGREE PROGRAMMES

**Double degree students will follow a set course plan of 60 ECTS per year**

- International Business Studies (B.A.)
- International Tourism Studies (B.A.)



## Learning German as a Foreign Language

Most of our exchange students arrive here with little to no knowledge of German. Since you can study in English that is no problem academically. However, we strongly recommend learning German as a Foreign Language as it will be extremely helpful for your stay. There are several great ways to learn German during your semester abroad.

### Preparatory intensive German language course for beginners

To allow our exchange students to fully dive into the German language right from the beginning we have established a preparatory intensive German language course. It will take place just before the

orientation days. The week consists of around 30 teaching units and will be enriched by cultural excursions in and around Wernigerode.

The course is strongly recommended and free of charge.

### Learning German during your stay

In addition to the course programme exchange students can take language courses in German that range from beginner level to advanced preparation courses for TestDaF. During the orientation days you will attend a German placement test to know which German course you should attend.



# How to become an exchange student



Future exchange students from our partner institutions are selected by their home university and nominated at the International Office of Harz University of Applied Sciences. After nomination, you will receive information about the online application. The approval will be confirmed by a “Letter of Acceptance”.

Students who do not attend a partner university can also complete an exchange study period at Harz University of Applied Sciences. You can request information on this at the International Office.

**Initially, you yourself should prepare intensively for your stay abroad:**

- Inform yourself about studying in Germany in general and in particular about Harz University of Applied Sciences.
- Have a chat with former exchange students at your university.
- Contact the International Office of your own university and inform yourself about important formalities.

**Ask yourself – are you prepared for everything?**

- How does the semester abroad fit into your degree programme?
- Will your language skills suffice, or do you require preparatory training?
- How will you finance your studies abroad?

Are you ready for the challenge of a semester abroad? Then let the adventure begin! Apply for studying at Harz University of Applied Sciences. We look forward to welcoming you soon!

## CONTACT BOX

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# General information on studying

**Exchange students often find out that their every day student lives in Germany are very different from the systems they already know. Possible differences to other systems are:**

- The academic year at Harz University of Applied Sciences is divided into winter and summer semester.
- Winter semester courses start in mid-September and summer semester courses in mid-March.
- Students usually attend 7 - 10 courses per semester. This is equivalent to 30 ECTS (credit points).
- The earliest courses start at 8:00 a.m. The last courses end at 8:15 p.m.
- Some courses are offered as block and/or weekend seminars.
- Students should participate actively and can ask questions at any time.

## Examination

An examination must be taken in each course. The type of examination is determined by the teaching staff, for example a “Klausur”

(written examination) or a „Referat“ (oral presentation) or “Hausarbeit” (written paper which is prepared at home). Written examinations take place at the end of the semester.

## Orientation

To make the start of studying abroad easier for exchange students, the International Office offers Orientation Days before the beginning of the semester, which include the following activities:

- Guided campus and city tours
- Introduction to the library and university sports
- Introduction to the computer services
- Support with planning your course schedule
- Registration at the Residence Registration Office and at the Foreign Residents Department

The orientation programme is enriched by group leisure activities with German students such as bowling or a hike up the “Brocken”, the highest mountain in the Harz region, or a visit to the castle of Wernigerode.





## Accommodation

Exchange students are accommodated in shared apartments in the student halls of residence in Wernigerode or Halberstadt. They live in furnished single rooms and share a kitchen and shower/WC with 2 to 3 international students. Furniture (bed, cupboard, writing desk, chair) as well as Internet connection, washing machine and kitchen equipment are among the basic facilities in the halls of residence.

The student halls of residence are approx. 4 km away from the campus and can be reached by bus within 15 minutes. In addition to the rent, a deposit of one month's rent must be paid, which you receive back upon leaving your room in a flawless condition. Should the number of exchange students exceed the number of rooms available in the halls of residence, private student rooms of the same standards as those in the halls of residence are sourced.

## Money matters

There are no tuition fees at Harz University of Applied Sciences. Every student who registers pays an administration fee per semester. This includes the "Semesterticket", which enables students to use the buses of the Harz public transport company in Wernigerode, Halberstadt and the surrounding area free of charge. The monthly rent is about € 300 and will form the largest part of the expenditure. For additional living costs approx. € 300 to € 500 should be planned. It is, in principle, possible for students to hold a job during their studies. Some students work part-time as assistants in supermarkets and other students work as tutors or teaching assistants for lecturers.



## Student life

Not only academic training, but also culture, personal development and fun are an integral part of a study abroad experience.

### Semester programme for exchange students

Various activities take place for foreign students during each semester. Some highlights are for example barbeques, city trips and, in winter, a trip to a Christmas market.

### Student associations

Harz University of Applied Sciences offers students the opportunity to engage in activities beyond the study programme, to meet like-minded people and to develop on a personal level. Around 20 student associations provide these opportunities. Whether social, political or cultural - you will find something suitable!

### International Evening

This event takes place once per semester and is extremely popular among students and teaching staff. As well as an international cultural programme, international food specialities are provided on this evening, cooked by foreign and German students together.

### Student parties

During each semester there are numerous parties on campus. In particular, the Welcome Party at the start of the semester, the "Campusfest" in summer and the End-of-year Party before Christmas are legendary.

### Bars and cafés

The city centres of Wernigerode and Halberstadt offer various bars, restaurants and cafés. There is something for everyone – from modern to international, or rustic and traditional.





## Trips and travelling

The Harz is a very popular destination for trips and days out. Thanks to the central location of the Harz region, trips to other

German cities and sights are also easy to organise.

**Wernigerode**



**Halberstadt**



**Harzer Schmalspurbahn**



**Brocken**



**Berlin**



**Hannover**



# Guide to Germany

## Things you need to know about Germany and the Germans

Germany has over 80 million citizens spread throughout 357,168 km<sup>2</sup> of land. It is surrounded by nine neighbouring countries and has an extensive 13,000 km of motorway running through it, used by 44 million registered vehicles. Around 2.5 million students attend over 400 universities. Most of these students study Business Studies, Engineering or German Studies. Germany is one of the top three most popular destinations for international students.

Do Germans really always wear lederhosen? Do all have a cuckoo clock on the wall? Do Germans all drink beer and eat sauerkraut? Find out about the Germans and their country for yourself!

To start off with, here are a few things that are good to know:



### CULTURE & BEHAVIOUR

**Greetings:** Usual greetings include: „Guten Morgen/ Tag/ Abend“ (Good Morning/ Day/ Evening) or „Hallo“ (Hello). When leaving, Germans say „Auf Wiedersehen“ (Goodbye) or „Tschüss“ (Bye).

**Formal or informal:** The word „Du“ (the informal way of address) is used exclusively for family and friends, and among teenagers and students. From the age of 18 onwards, every citizen has the right to be addressed as „Sie“ (the formal form of address). For this reason, students are also addressed as „Sie“ by their professors and vice versa. It is a sign of respect to address people you don't know or don't know well with „Sie“. Should you get to know each other better, the older person will ask the younger to address them with „Du“ after a while, and will address the other in the same way.

**Punctuality:** Punctuality is extremely important. If you do not make it to an appointment on time, you should excuse yourself in time. The lecturers, too, expect students to get to lectures on time.

**Recycling and can deposits:** Germany recycles widely. The waste is separated into paper, plastic and „Restmüll“ (remaining waste). Glass is disposed of in central containers. There is also the so-called „Leergutpfand“, a deposit on bottles and cans. The empty bottles and cans are brought back to the shop or supermarket to receive a refund of 8 to 25 cents.



### RELIGION & HOLIDAYS

**Religion:** In Germany, the majority of church members belong to the Protestant and Roman Catholic churches (approx. 30% each). In Saxony-Anhalt, approximately 80% of citizens have no religious affiliations. The other 20% are either Protestant (approx. 14%) or Roman Catholic (approx. 4%), or belong to a different religion. Church Services take place on Sunday mornings.

**Christmas:** Germany likes to start celebrating Christmas during the Advent period. This includes the four weeks before Christmas Eve (24th December) and starts with the first Sunday of Advent. Houses are decorated with pine branches, Christmas decorations and candles. During the Advent period, almost every German town has a Christmas market, where you can buy crafted products, drink German mulled wine and eat German specialities. The actual Christmas celebration takes place on Christmas Eve and is usually celebrated by dining with the family and exchanging gifts. The following two days are public holidays and are called the First (25th December) and Second (26th December) Christmas Day.



**Walpurgis:** Walpurgisnacht (Night of the Witches) is celebrated every year on 30th April, on the eve of the festival of St Walpurgis. Walpurgis is seen as the patron saint who protects against evil spirits, which are frightened away and banished by the Walpurgis fire and by wearing masks. Nowadays, Walpurgisnacht has become something of a mass event with a culture and folk festival character. The festival is celebrated all over the Harz region with fireworks and cultural events.





### SHOPPING & RESTAURANTS

**Going out:** In a restaurant, each person usually pays her/his part of the bill. The waiter asks whether you are paying „zusammen“ (together) or „getrennt“ (separately). Although (the service charge is already included, 10 percent tip is common) when going to a restaurant, bar or cafe. When doing so, the person usually tips the waiter when paying the bill and says „Stimmt so!“ (keep the change) or „Machen Sie 20 draus!“ (make it 20).



**German food:** There is more than just white sausages and pork knuckle to eat in Germany! Of course, these hearty meals are still available. However, they have been enriched over the years. Every region in Germany also has its own typical recipes. Some examples of regional dishes from the Harz are game specialties, lentil stew, farmer's breakfast, eggs in a mustard sauce and pancakes with sugar. Regional beverages include the herb liqueur „Schierker Feuerstein“, „Rotkäppchen Sekt“ (sparkling wine) and „Hasseröder“, one of the most popular beers in Germany.



**Opening times:** Although opening times vary from shop to shop, you should assume that most shops close at 6:00 p.m. On Saturdays, they generally close earlier than this. Some larger supermarkets remain open until 8:00 p.m. or even 10:00 p.m. All shops are closed on Sundays.

**Money:** Germany belongs to the European monetary union, so transactions are made in euros. You can easily find out the current rate of exchange on the Internet. VAT in Germany is currently 19 %. This is often shown separately on receipts, but is already included in the prices shown on goods.



### MEDICAL CARE AND SAFETY

**Medical care:** In Germany, doctors can be found for all kinds of medical issues and are available during their individual opening hours. Basically, it is recommended to make an appointment in advance. In case of an emergency, hospitals have an emergency department. Medicine is sold by pharmacies which are marked with a large red „A“.



**Safety:** Generally speaking, Germany is a safe country – also in international comparison. The police is trustworthy and help in any situation. Everybody can move freely without consideration of special safety measures. But this doesn't mean there are no pickpockets or other petty criminals. Doors, bikes and cars should be locked at all times. In emergencies, you can contact the police by phoning the number 110 and the fire brigade/emergency doctor by phoning 112.



### GOOD TO KNOW

**Weather:** The weather in Germany is very changeable throughout the year. On average, July and August are the warmest months, whereas January and February are the snowiest months. In summer 30°C can be reached and in winter 50 cm of snow can be possible. You are recommended to be prepared for any weather.

**Car driving:** Germany is famous for its motorways. Although there is no speed limit, they do advise you to drive no faster than 130 km/h. Penalty points are levied along with a fine for severe traffic offences. Some foreign driving licences are valid for half a year in Germany, after which they have to be „transferred“. After one year, you have to possess a German driving licence if you wish to continue driving. During the winter snow tires should definitely be fitted.





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