**INTERNATIONAL SUMMER/WINTER PROGRAMMES (i-SP)**

**International Summer Programme**

**IMPORTANT NOTE**
Before applying for any summer/winter programme, read the GRO website for important information on:
- General Eligibility Requirements and Application Process
- Module Mapping and Financial Aid
- Visa Application, Travel Advisories and Student Insurance

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**Humboldt-Universität zu Berlin: HUWISU Summer University**
*(Updated as of 4 December 2018)*

<table>
<thead>
<tr>
<th>Host University Website</th>
<th><a href="http://huwisu.de/courses/summer/">http://huwisu.de/courses/summer/</a></th>
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</thead>
<tbody>
<tr>
<td>Programme Location</td>
<td>Berlin, Germany</td>
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<tr>
<td>Programme Dates</td>
<td>Only programmes that fall within NUS vacation calendar (i.e. 12 May to 4 Aug 2019) are supported by NUS.</td>
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<tr>
<td></td>
<td>1. Session 1 (a): 17 June to 12 July 2019 (4 weeks)</td>
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<td>2. Session 1 (b): 1 July to 12 July 2019 (2 weeks)</td>
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<td>3. Session 2 (a): 22 July to 2 August 2019 (2 weeks)</td>
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<td>Application Timeline</td>
<td>1 November 2018 - 1 June 2019</td>
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**ESTIMATED COST OF PARTICIPATION**

<table>
<thead>
<tr>
<th>1</th>
<th>Programme Fee</th>
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<tr>
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<td>Programme fees vary depending on course. Please refer to the <a href="http://huwisu.de/courses/summer/">course description</a>.</td>
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</table>

The programme fees comprises:
- Academic lessons (subject courses/ language courses)
- Class-related excursions
- Cultural and leisure programs: Usually, the cultural and social programme includes additional cultural or social activities outside the classroom once or twice a week (depending on the chosen course)
- Course materials, e.g. textbooks, course binders, etc.
- Computer and internet access at the Computer and Media Service at Humboldt-Universität
- Consultation with HUWISU Office (open from Mondays to Friday 9am – 5pm) and local English-speaking student tutors.

**Discounts**
- HUWISU Alumni receive a discount of €50
- Students who participate in more than one course at HUWISU receive a discount of €50. Students who combine both summer sessions receive a discount of €50. €50 discount
- NUS students receive on total programme fee for NUS students. Students have to mention the "NUS" in the comment field during application and include a copy of their student ID in their application
INTERNATIONAL SUMMER/WINTER PROGRAMMES (i-SP)

<table>
<thead>
<tr>
<th>Projected Expenditure</th>
<th>Breakdown of Costs</th>
<th>Estimated Cost for 2 to 4 weeks programme</th>
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<tr>
<td></td>
<td>Non-refundable participation fee € 160</td>
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<td>Programme Fee (depends on course selection and combination) € 680 - € 1,380</td>
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<td>Public transport travel pass € 60 (2 weeks) - € 81 (4 weeks)</td>
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<td></td>
<td>University accommodation (include deposit of € 150. Depends on type and duration of rent) € 800 - € 1,300</td>
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<td></td>
<td>Others (Food, visa, insurance) € 200 - € 500</td>
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<td></td>
<td><strong>Total</strong></td>
<td><strong>€ 1,900 - € 3,421</strong></td>
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<td><em>(est. S$3,000 – S$5,350)</em></td>
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Breakdown of fees are found here: [http://huwisu.de/pages/fees/](http://huwisu.de/pages/fees/)

**Scholarship**
- 1 full scholarship (tuition-waiver for one course and free accommodation) for every 10 confirmed participants
- Scholarship is given on refund basis (i.e. all students are to pay the tuition fee first, and the student(s) selected for the fee waiver will get a refund)
- Students do not need to apply for this full tuition waiver; all NUS applicants will automatically be considered for the waiver
- After the deadline for application (1 Jun), Humboldt will decide on the student(s) for the tuition fee waiver based on the letter of motivation/ statement of purpose (that students would have submitted during the application process)
- The student(s) selected for the tuition fee waiver would be informed after 1 Jun

[http://huwisu.de/pages/scholarships_funding/](http://huwisu.de/pages/scholarships_funding/)

**Financial Aid Available Through NUS GRO**

As a participant of this programme, you are eligible to apply for:
- [NASA Enhancement Bursary](http://huwisu.de/pages/scholarships_funding/) (Singaporeans only)
- [Overseas Student Programme Loan](http://huwisu.de/pages/scholarships_funding/) (Singaporeans only)
- [PSEA Fund Withdrawal](http://huwisu.de/pages/scholarships_funding/) (Singaporeans only)

**PROGRAMME DETAILS**

4 **Academic Content**

Suitable for NUS students major in Global Studies, European Studies, History, Urban Planning and German Language.

Please refer to the courses listed on [http://huwisu.de/courses/summer/](http://huwisu.de/courses/summer/). Do take note of the course dates, as there are different courses offered in different sessions.

5 **Eligibility Requirements**

To enroll to HUWISU, you must:
1. Be a registered NUS student
2. Be at least 18 years old,
3. Submit the following documents during your application:
   a. Proof of proficiency in English (i.e. O/A level certificate, TOEFL, IELTS, etc.)
   b. Proof of German language proficiency (for German language courses)
   c. Letter of motivation/statement of purpose
   d. A copy of NUS transcript
   e. A copy of student ID (to enjoy €50 discount)

In addition to that, NUS’ generic eligibility requirements apply, please see [GRO website](#) for details.

6. **Accommodation**

Refer to the [host university website](#) for the accommodation arrangements. Information on accommodation should be available by end Jan. Should university-arranged accommodation not be available, you will be responsible for securing your own accommodation.

7. **Application Procedure at NUS**

Please apply through NUS Education Records System - Global Education (EduRec-GE) first if you want to do module mapping and to apply for financial aids/loans. Applying through EduRec-GE will allow GRO to contact and assist you in times of crisis/emergency while you are overseas.

With an official application through EduRec-GE, you are covered by the NUS Travel Blanket Insurance. Besides, GRO can also provide you with supporting letters for visa application and NS deferment (for NSmen). Read the step-by-step guide which we have prepared for you on [GRO’s web](#).

You should also apply to the host university concurrently.

| Application Procedure at host university | Please refer to [http://huwisu.de/news/36/](http://huwisu.de/news/36/) and [http://huwisu.de/pages/procedures/](http://huwisu.de/pages/procedures/) to apply online and submit the necessary supporting documents. The application deadline varies from course to course, for more details please refer to the individual course pages. Please note that the course may be fully booked before registration deadline. HUWISU recommends an early registration. If the course you are interested in is fully booked, please contact the HUWISU team about their waiting list and further options. |
| Confirmation of participation | You have to accept EduRec-GE offer as well as the host university offer to confirm your participation in this programme. Please read the [cancellation policy](#) on HUWISU’s website before accepting and paying for the programme. |
# Module Mapping

All mapping requests are subjected to approval by the Faculties/Departments. Click here for a step-by-step guide on applying for module mapping. Students may contact the SEP administrators/coordinators at their respective home Faculty/School Dean’s Office or the academic department for module mapping. NUS Business School will not consider summer programme of less than 3 weeks duration to be credit bearing.

If you are interested in obtaining credits, you can start the module mapping process after you have accepted the offer for the programme via EduRec-GE.

Students may map up to a maximum of 10 MCs for each Summer Programme. Over the course of study in NUS, students may map up to a total of 12 MCs for involvement in summer programme. Beyond 12MCs, NUS Special Term tuition fees will apply, in addition to Summer/Winter Programme fees paid to the host university. For details, please read the information on Registrar’s Office website.

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# Transcript

Please provide a valid, personal mailing address to host university so that they can send your transcript to you after the summer programme.

The transcript will only be given to students who attended regularly (at least 80%) and participated successfully. Details available at http://huwisu.de/pages/certificate_and_credits/.

Only students who finish the course, fulfill all requirements and submit all assignments will be graded. A pass grade is required to facilitate the transfer of credits back to NUS.

Please do not request for your transcript to be mailed to NUS Global Relations Office (GRO). GRO is not responsible for missing transcripts.

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## ADDITIONAL INFORMATION

### 9 Visa Application

Singaporeans do not need a visa for Europe if they are not staying for more than 90 days in Schengen countries in a 6-month period.

If you need a visa to enter, please start early as your visa application may take up to 2 months.

### 10 Travel Advisories

Visit the MFA website for travel advisories on various countries from the Singapore government.

### 11 Student Insurance

HUWISU fees do not include insurance coverage. Each participant is obligated to take out health insurance. This must be valid for Germany (preferably for Europe). In addition, HUWISU recommends an accident and liability insurance. The student is liable for all culpably caused damage, especially for damages in arranged accommodation.
It is important to note that medical care in Germany can be expensive if you are not secured by insurance. Citizens of some countries are required to provide proof of insurance when applying for a visa. It is also possible that German customs will ask for proof of insurance when you cross the border.

Insurance coverage for official NUS trips is provided for your participation in this programme.

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<thead>
<tr>
<th>12</th>
<th>Contact Information</th>
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<tbody>
<tr>
<td>Questions about the programme? Contact the host university at: <a href="mailto:huwisu@hu-berlin.de">huwisu@hu-berlin.de</a></td>
<td></td>
</tr>
<tr>
<td>Questions about module mapping? Visit this webpage.</td>
<td></td>
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<tr>
<td>Questions specific to NUS GRO? Contact us at: askGRO</td>
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