

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

Humboldt-Universität zu Berlin: HUWISU Online Summer University 2020

(Updated as of April 2020)

Host University Website	https://huwisu.de/courses/online_summer/
Programme Location	Done online
Programme Dates	Session 1: 15 June to 10 July 2020 Only programmes that fall within vacation period of the NUS academic calendar are supported by NUS.
Application Deadline	1 June 2020

ESTIMATED COST OF PARTICIPATION

1	Programme Fee	<p>Programme fees vary depending on course. Please refer to the course description.</p> <p>The participation fee consists of a one-off non-refundable program fee and the course fee.</p> <p>The program fee amounting to 160,- Euros is levied at a flat-rate and covers the administrative tasks associated with the enrolment process and course management.</p> <p>Course fees vary from course to course (the applicable course fees are available on each course's website). The tuition fee listed at the time of registration is the official price for the program. Additional charges may be applied in the case of further bookings by the participating student.</p> <p>The course fee includes:</p> <ul style="list-style-type: none"> • Academic lessons (subject courses/ language courses/ online courses) • Class-related excursions / virtual tours • Cultural and leisure programs: Usually, the cultural and social program includes additional cultural or social activities outside the classroom once or twice a week. Depending on the chosen course we offer visits to political institutions, historical sights, museums,
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		<p>guest speakers, and events typical for Berlin and its surroundings. Although the cultural and social program is not mandatory and not included in the attendance rate, it is highly recommended and we encourage you to take part in this unique possibility to learn more about the German capital, its history and culture, and your fellow students.</p> <ul style="list-style-type: none"> • (Online) Course materials, e.g. textbooks, course binders, Moodle • Computer and internet access at the Computer and Media Service at Humboldt-Universität (for students Microsoft programs, for non-students Open Office programs) for on-site students as well as MOODLE access for online students • Local English-speaking student tutors will be available for questions and conversation during all cultural activities. Additionally, the HUWISU-office is open from Monday to Friday 9 am-5pm during the course periods. <p>Class changes and cancellation policy:</p> <ul style="list-style-type: none"> • It is possible to change language courses, subject courses and online courses up until four weeks before the course start date, provided that the maximum number of participants on the new course has not been reached. It is not possible to change subject courses once the course has already begun. Exemptions can be made for language courses if the teachers of both language courses (language levels) approve the change. Should the participant wish to change specialised courses within/after the four weeks before the course start date, he/she will have to pay a fee of 50,- Euros. • The International Department reserves the right to cancel courses 4 weeks prior to the start of the course if less than 6 people sign up for the course. In this case, the concerned participants will be contacted and informed about alternatives. If there is no satisfactory solution for the participant, the participation can be cancelled at no charge. The participation fee shall be reimbursed in full. • There exists no right of reimbursement in case of no-show or termination of participation after the start date. <p>Discounts</p>
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		<ul style="list-style-type: none">• Alumni of HUWISU receive a discount of 50 Euros on the program fee.• Students who participate in more than one course at HUWISU during summer sessions or the winter session receive a discount of 50 Euros on the total course fee.• Students from Partner Universities of Humboldt-Universität receive a discount of 50 Euros on the program fee. In this case please mention the name of your university in the comment field. <p>NUS is one of HUWISU's Partner Universities.</p>								
2	Projected Expenditure	<table><tr><th>Breakdown of Costs</th><th>Estimated Cost for 2 to 4 weeks programme</th></tr><tr><td>Programme fee</td><td>€ 160</td></tr><tr><td>Course fees (Depending on which and number of courses taken)</td><td>€ 600 - € 2,600</td></tr><tr><td>Total</td><td>€ 760 - € 2,760 (est. S\$ 1171.29 – S\$ 4246)</td></tr></table> <p>More on the fees are found here: https://huwisu.de/pages/fees/</p>	Breakdown of Costs	Estimated Cost for 2 to 4 weeks programme	Programme fee	€ 160	Course fees (Depending on which and number of courses taken)	€ 600 - € 2,600	Total	€ 760 - € 2,760 (est. S\$ 1171.29 – S\$ 4246)
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PROGRAMME DETAILS

3	Academic Content	<p>Suitable for NUS students major in Global Studies, European Studies, History, Urban Planning and German Language.</p> <p>Please refer to the courses listed on https://huwisu.de/courses/online_summer/. Do take note of the course dates, as there may be different courses offered in different sessions.</p>
4	Eligibility Requirements	<p>Enrollment in HUWISU courses is open to students who are:</p> <ul style="list-style-type: none"> enrolled in undergraduate, graduate, or Ph.D. programs: Please see the respective course level on our website. at least 18 years old. able to provide:

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		<ul style="list-style-type: none"> • Proof of sufficient English for subject courses - at least intermediate language level (i.e. TOEFL, IELTS, TOEIC, CEP, Cambridge certificate, mother tongue, etc.). • Proof of German language proficiency for language courses. Therefore a German Language Evaluation Survey will be requested during the application procedure. • Please refer to the Common European Language Framework of Reference for Languages. • Individuals whose educational background and experience qualify them for the courses they wish to take, and who have submitted their statement of purpose (letter of motivation). <p>Acceptance into the program of HUWISU does not constitute or imply acceptance as a degree candidate in any school or division of Humboldt-Universität zu Berlin.</p> <p>Additionally, NUS' generic eligibility requirements apply. Please see GRO website for details.</p>
5	Application Procedure at NUS	<p>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.</p> <p>You should also apply to the host university concurrently.</p>
6	Application Procedure at host university	<p>Refer to https://huwisu.de/pages/procedures/ to apply online and submit the necessary supporting documents.</p> <p>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.</p> <p>If the course you are interested in is fully booked, please contact the HUWISU team about their waiting list and further options.</p>
7	Confirmation of participation	<p>You have to accept EduRec-GE offer as well as the host university offer to confirm your participation in this programme.</p> <p>Please read the cancellation policy on HUWISU's website before accepting and paying for the programme.</p>
8	Module Mapping	<p>All mapping requests are subjected to approval by the Faculties/Departments.</p> <p>Click here for a step-by-step guide on applying for module mapping. Students may contact the SEP administrators/coordinators at their respective home</p>

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		<p>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.</p> <p>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.</p> <p>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.</p>
9	Transcript and Credits	<p>Certificate A certificate of participation will be presented to each student on the last day of the course(s), if the student attended regularly (at least 80%) and participated successfully.</p> <p>Transcripts HUWISU starts issuing your transcript approximately six weeks after course completion. Towards the end of the program, an email will be sent requesting the mailing address for the transcript. The address may be the student's home address or the home university's address. In the latter case, the student must indicate the appropriate receiving university employee or department. Addresses must be formatted as seen on envelopes.</p> <p>Please provide HUWISU a valid, personal mailing address to host university so that they can send your transcript to you after the programme.</p> <p>Please do not arrange for your transcript to be mailed to NUS Global Relations Office (GRO). GRO is not responsible for missing transcripts.</p> <p>Credits Academic performance is assessed by grades/marks on a scale from 1.0 to 5.0. Additionally, each course carries a certain weight, which is expressed in ECTS credit points (Studienpunkte).</p> <p>All courses are accredited according to the European Credit Transfer System (ECTS). ECTS has been developed by the Commission of the European Union to provide common procedures to guarantee academic recognition of studies abroad.</p> <p>ECTS is a credit system based on student workload. It involves lectures, seminars, practical work, papers and self-assessments. One credit point is deemed to be the equivalent of 25-30 working hours. The basic allocation of academic credits is 60 ECTS credits per year of study or 30 ECTS credits per semester. Regular attendance is required (minimum 80% presence at the</p>

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		<p>courses).</p> <p>The number of ECTS credits to be acquired varies from course to course, therefore please see the course description.</p> <p>Generally, 6 ECTS is equivalent to 4 NUS MCs. This may differ according to faculty. Please seek the relevant NUS faculties' advice on the exact conversion.</p> <p>All mapping requests are subjected to approval by the Faculties/Departments.</p> <p>Details available at http://huwisu.de/pages/certificate_and_credits/.</p> <p>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.</p>
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ADDITIONAL INFORMATION

10	Contact Information	<p>Questions about the programme? Contact the host university at: huwisu@hu-berlin.de</p> <p>Questions about module mapping? Visit this webpage.</p> <p>Questions specific to NUS GRO? Contact us at: askGRO</p>
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