



MASTER WIWI FRESHMAN GUIDE 2021



WiWi master's freshman guide 2021/22

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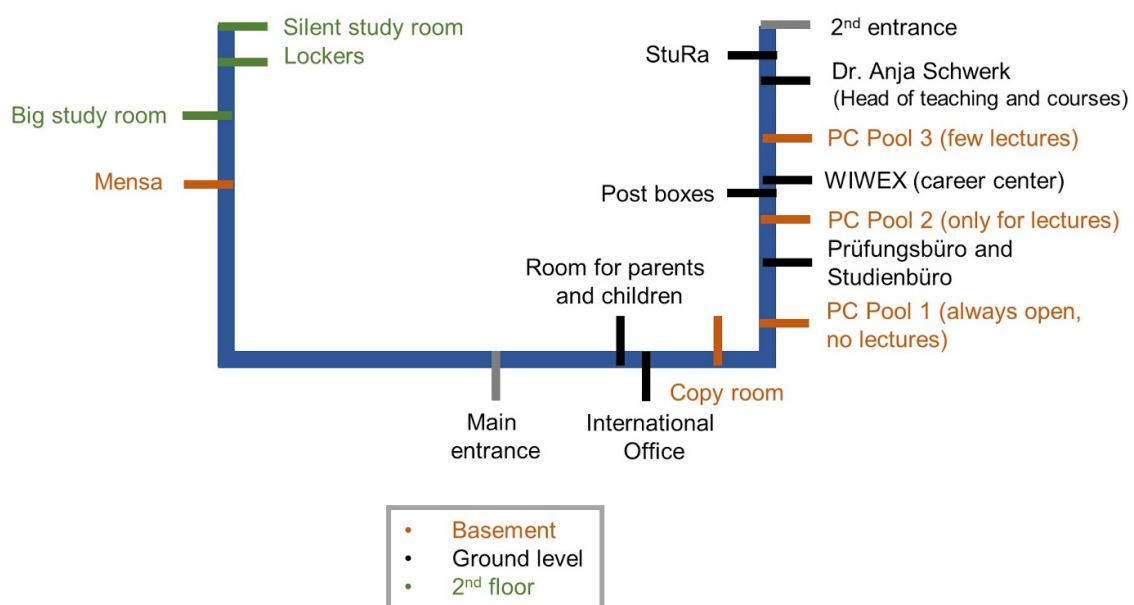
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Checklist first semester

- Set up HU WiFi via CMS
- Download the “Mensa Studierendenwerk” app
- Join the Moodle group “StudierendenRat WiWi-Fakultät”
- Sign up for the Prüfungsbüro (examination office) newsletter via <https://www.wiwi.hu-berlin.de/de/studium/pa> (right hand side)
- Go to the Mensa and set up your Campus Card to recharge automatically using a German debit card (Autoload Verfahren)
- Buy a transparent bag for the libraries at the Humboldt Store in the main building (at a 20% discount)
- Buy a lock
- Get a tea or coffee flat at StuRa Café
- Get Club Mate, Spezi, Augustiner or Sterni at the StuRa Café automat
- Get Microsoft Office 365 for €5/year through Humboldt University
- Be aware that you can also work with a dark background and bigger letters in R/Stata/Latex/ MS Office (your eyes thank us later)
- Go vote in the yearly StuPa/StuRa elections in January
- Go to the WiWi party (hopefully again this summer!)

In the first week of the lecture period, no tutorial (Übung) takes place before the first lecture. If the tutorial is on Monday but the lecture is on Tuesday, the tutorial will not take place in the first week. Therefore, the Monday tutorial is the last tutorial and covers the stuff from the week before.

Map WiWi Faculty



Dear classmates,

In this guide you can find all the relevant information you need to get started at Humboldt University.

If you have any questions or concerns regarding your studies, you can come visit us any time at the StuRa-Cafe. Alternatively, you can write us at:

stura@wiwi.hu-berlin.de

facebook/wiwistura

instagram/sturahu

This booklet is available online in the StuRa Moodle group “StudierendenRat WiWi-Fakultät”

Best,

Your StuRa

About Humboldt University (HU)

Humboldt University

Humboldt-Universität zu Berlin is an internationally renowned university. With most of its departments located in the city center, HU is the oldest university in Berlin founded in 1810 as the “University of Berlin” (“alma mater berlinensis”). In 1828, it was renamed to Friedrich-Wilhelms-Universität which lasted until 1945.

Under “National Socialism,” Humboldt University underwent its darkest times. Jewish scientists were defamed and their lectures were boycotted. 20,000 books from the University’s library were burned on May 10, 1933 during a demonstration which featured a speech by Joseph Goebbels and was protected by the “SA.” Humboldt University was accused for having little to no resistance against the Nazis.

In 1949, the university took on the name of the brothers Wilhelm and Alexander von Humboldt. Since its foundation, 29 Nobel Laureates have been associated with the university. HU was ranked in the top three German universities in the Times Higher Education “World Education Ranking 2015”. The HU’s excellent reputation is also illustrated by its inclusion in the German Universities Excellence Initiative since 2012, which is a government-sponsored initiative promoting Germany’s 11 most elite universities. HU was also among the first to be included in the initiative. Together with Charité Medical School, HU is currently home for about 41,000 students. Humboldt-Universität comprises nine faculties, three Integrative Research Institutes (the Centre for Integrative Life Sciences, the Integrated Research Institute for the Sciences, and the Integrative Research Institute on Transformations of Human Environment Systems), the Centre for British Studies, and the Humboldt Graduate School.

The School of Business and Economics (WiWi Faculty)

The origins of the School of Business and Economics date back to 1886 when HU started a research group in statistics for political science. The first years of this institute were strongly influenced by political economists and statisticians. Later, distinguished economists, among them were Max Weber and Nobel laureate Wassily Leontief, became members of the institute. In 1904, Berlin’s business community decided to construct a building for a new commercial college on the grounds between Spandauer Straße, Neue Friedrichstraße, and Heilig-Geist-Gasse.

The “Heilig-Geist-Kapelle” is believed to have been built around 1300 and is rumored to be the oldest preserved building in Berlin. The “Berlin-Commercial College”, as the school was called, was inaugurated in 1906.

In 1939, microeconomics professor Heinrich Freiherr von Stackelberg introduced the impactful concept of a Stackelberg-Duopoly (“Marktführer” and “Marktfolger”). This concept was one of the biggest contributions to economics by WiWi Faculty. However, Stackelberg supported the Nazis. This is the reason why lecture halls are never named after famous professors from the WiWi Faculty.

After World War II, Economics was added to the faculty’s curriculum. However, it was taught with somewhat different content than what you might learn in today’s classes since the school was situated in and controlled by the socialist East Germany. The college was integrated into the newly renamed Humboldt-Universität after the fall of the Berlin Wall in 1989. The School of Business and Economics was re-opened in 1993.

Today, the School of Business and Economics is a very international School, with an international staff and many non-German students. As a matter of fact, about 30% of the students come from abroad. The total number of students is 1,764 (593 master students) who are taught by 37 professors. Many of these professors are also non-German or have significant work experience abroad. Furthermore, students can choose out of more than 80 exchange programs to attend around the world. Additionally, the WiWi Faculty offers double degree programs with ENSAE (Paris) and HSE in Moscow.

Fun fact: Felix Jaehn ("*Ain't nobody*", "*Cheerleader*") was a freshman undergraduate and of course he traveled with us on our undergraduate freshman trip.

Famous Humboldt University alumni

- Albert Einstein (physicist, 1879-1955, 1922 Nobel laureate)
- Arthur Schopenhauer (philosopher, 1788-1860)
- Erwin Schrödinger (physicist, 1887-1961, 1933 Nobel laureate)
- Friedrich Engels (philosopher, 1820-1895)
- Gregor Gysi (politician, *1948)
- Hanna-Renate Laurien (president of Berlin's parliament, 1928-2010)
- Karl Marx (philosopher, 1818-1883)
- Leopold Kronecker (mathematician, Kronecker product, 1823-1891)
- Lise Meitner (physicist, 1878-1968)
- Max Weber (philosopher and economist, 1864-1920)
- Max Planck (Nobel laureate in physics in 1918)
- Werner Heisenberg (Nobel laureate in physics in 1932)
- Otto von Bismark (president of Prussia and German Empire, 1815-1898)
- Rudolf Virchow (physician, 1821-1902)
- Robert Koch (Nobel laureate in medicine in 1905)
- Wassily Leontief (Micro; perfect complements, 1906-1999, 1973 Nobel laureate)

Master's Programs at WiWi Faculty

- Business Administration
- Economics
- Information Systems (Wirtschaftsinformatik)
- Statistics
- MEMS (Master's in Economics and Management Science)
- BSE (Berlin School of Economics) PhD Program

Getting started

Stay informed - Newsletter Prüfungsbüro, StuRa Moodle group, social media StuRa

Sign up for the “*Informationsservice*” (newsletter) by Prüfungsbüro.

<https://www.wiwi.hu-berlin.de/de/studium/pa/standardseite>

Join the Moodle group “StudierendenRat WiWi-Fakultät”. If something comes up you will get notified via email to your @student.hu-berlin.de email account.

Follow us on Facebook/wiwistura and Instagram/stura_hu to receive the latest information about events, extra opening hours of the Faculty before the exams etc.

WIFI access

The WIFI installation guide for Windows, Mac, as well as for your phones can be found here.

“*Konfigurationsanleitungen für den WLAN-Zugang*”:

https://www.cms.hu-berlin.de/de/dl/netze/wlan/config/standardseite?set_language=de

During exam sometimes the internet slows down because everyone is streaming music. Sometimes switching to *eduroam_5GHz* gives you better performance

Campus Card (CC):

Your semester ticket is valid for BVG, S-Bahn and Regio in the Berlin ABC zones. This includes e.g. Schönefeld, Potsdam, and Werder (Havel). Frankfurt (Oder) is not included. Go to the VBB website to check out the ticket zones.

<http://www.vbb.de/de/article/fahrplan/liniennetze/liniennetze/897.html>

On Fridays, Saturdays, and vacation days, the public transport runs throughout the night. During the week between 01.00 and 04.00, you must take the night bus instead. Additionally, you can carry a bike on the U-Bahn, trams or S-Bahn (bus is excluded) with your semester ticket. However, avoid trying to take your bike with you on public transit during rush hour. Let's just say, Berliners won't embrace you with your bike during those times. You can load money onto your CC using the automats at the Mensa. This money can be used to pay for meals there and to use the School's copy room. Each semester, you must go to an automat either in Grimm-Zentrum or in the main building to print your new Semesterticket onto the CC.

<https://www.cms.hu-berlin.de/de/dl/campuscard>

Tip: You can set up your CC to recharge automatically using a German debit card if the balance drops below a threshold of your choice. This can be set up at the Mensa's cash register. However, please don't set this up during crowded lunch times.

Mensa: You can go to any of Berlin's universities' Mensas and pay the student-rate.
Overview of all Mensas in Berlin:
https://www.stw.berlin/en/dining-facilities.html#jump_location

Academic calendars and deadlines

Check here for the length of the semester, vacations and enrollment deadlines.

Academic calendars and deadlines/ Akademische Fristen und Termine
https://www.hu-berlin.de/en/prospective-students/info/academic-calendars?set_language=en

Microsoft Office

As a student, you get Microsoft Office for €5 billed annually.
https://www.cms.hu-berlin.de/de/dl/beratung/notebook/office365?set_language=de

HU Box- Dropbox alternative

This is a pilot project and is based on the software "Seafile". All data is stored in the data centers of HU Berlin. Its is available for Windows/Mac/Ubuntu/Android/iOS.

<https://www.cms.hu-berlin.de/de/dl/speicherdienste/HU-Box>

VPN client- Get access to research papers from home

Many papers are only accessible if you are connected with eduroam. The VPN client connects you with the Humboldt network so that you can access the articles from your home. All your traffic is redirected to HU servers. You can easily turn the VPN on and off.

https://www.cms.hu-berlin.de/de/dl/netze/vpn/openvpn/standardseite?set_language=de

Printing in the Faculty

You can install the printer driver on your computer for printing in the basement printing room (see map). It is possible to print from the computers in the PC pools as well. You pay with your Mensa card.

Note: Currently, you must login with Windows and not with Linux to print from the PC pools.
<https://www.cms.hu-berlin.de/de/dl/oecap/pcsaal/service/Drucken%20von%20Notebooks>

Study plan

Official information:

<https://www.wiwi.hu-berlin.de/de/studium/pa/standardseite>

Generally, you don't have to register for courses at the beginning of the semester except for seminars. The registration of the exams takes place in the mid of the semester.

At the WiWi Faculty, we don't have compulsory attendance. The courses never start at 10.00, but at 10.15 (academic quarter). The lectures always start at a quarter past the hour. One lecture is 1.5h long. Following this scheduling convention, the 08.00 lectures will start at 08.15 on the first week of class. For the duration of the semester, most professors and tutors will choose to start their lectures/tutorial at 08.30.

Tip: Check your course and examination schedule early so that you can better plan internships, studying abroad, and your master thesis.

All details with regards to your study regulations can be found in

"Ordnungen und Informationen zum Studium/ Regulations and modules"

https://www.wiwi.hu-berlin.de/en/study/pa/ordnungen/standard-en?set_language=en

Consider also the chart/Schaubild because it gives you the best overview.

Agnes

<https://agnes.hu-berlin.de/>

Agnes is an online platform allowing you to access certain administrative tasks relating to your status as a student such as:

- Exam registration
 - With your TAN list (which is mailed to you after enrollment)
 - Under "registered exams" you can see in which room you will take the exam
- Grades overview
 - Official certificate (Transcript of records) is only provided by the Prüfungsbüro
- Time table
- Course catalogue
- Course descriptions
- Enrollment certificate
- Updating your address
- Payment of the semester fee/ Rückmeldung

Moodle

<https://www.moodle.hu-berlin.de/>

Moodle provides you access to course materials provided by your instructors and teaching assistants such as:

- Study material of the courses
- Announcements and notifications regarding courses

- Moodle also acts as a portal where you can contact your instructors/teaching assistants as well as your classmates

Every semester, the student council compiles a list of passwords used to access the Moodle “site” for each course. Generally, these passwords are given out during the first class of the semester.

<https://docs.google.com/spreadsheets/d/1F7T2smrCgUwJ81R-VhmWHG1YxZzW9E8PLI2YpG1evcc/edit#gid=2093930664>

Courses

Typically, most master students will take 18-30 credits in their first semester.

Important: You must take at least **two** seminars. One seminar must be from the WiWi Faculty. Further, they must be from “*Fachlicher Wahlpflichtbereich*”. The seminars from “*Überfachlicher Wahlpflichtbereich*” do not count.

The fastest way to find courses is searching for them on Agnes. Occasionally the course descriptions are not published on Agnes. The details can be found again at

“*Ordnungen und Informationen zum Studium/ Regulations and modules*”

https://www.wiwi.hu-berlin.de/de/studium/pa/ordnungen/standard?set_language=de

If it is a business administration course navigate to the “Studien- und Prüfungsordnung”/ “course and examination regulations” of business administration. If it is an economics course navigate to the economics course and examination regulations.

Sabbaticals (Forschungssemester)

It is important to check regularly whether some professors are on a sabbatical during the next few upcoming semesters. This is especially important for your master thesis as you sometimes need to pass certain courses before finishing your degree

<https://www.wiwi.hu-berlin.de/de/studium/sb/lehrangebot/>

Grades

Grades are awarded on a scale of 1,0 to 5,0. A 1,0 is the best possible score and a 4,0 is the worst possible score. A 5,0 is a non-passing grade in the course. You may be interested in how students have done in the course prior to enrolling. It is always helpful to get in touch with fellow students who have already passed the course in order to get feedback on the difficulty of the course as well as general course details.

Attending courses from TU or FU Berlin

Several students enjoyed “*Time series*”, “*Economics of Climate Change*” or “*Machine Learning*” at TU Berlin. Also, seminars from FU Berlin were attended.

Generally, you need a document which contains the name of the course, ECTS, your grade, stamp and signature of the professor to transfer a non-HU course. The requirement is that it is a course for master students.

“*Anerkennung von Prüfungs- und Studienleistungen*”

<https://www.wiwi.hu-berlin.de/de/studium/pa/aushaenge>

Internships

Official information:

<https://www.wiwi.hu-berlin.de/de/studium/sb/studium/Master%20BWL.html>

Requirements

- Related to your studies
- Takes place in your master's
- Internship (≠ working student)
- At least 6 weeks full time (40h/ week)

Or

- Workings student 20h/week with at least 12 weeks duration

Tax declaration

In masters, a tax declaration is reasonable. Intuitive tax declaration software is out there so that it is less tedious. Unfortunately, we cannot give you more details because of a German law. (§ 5 StBerG – *Verbot der unbefugten Hilfeleistung in Steuersachen, Missbrauch von Berufsbezeichnungen*).

Job platforms

- LinkedIn.com
- Indeed.com
- Stepstone.com
- berlinstartupjobs.com
- WIWEX.de

Vacation semester

During your Master's you can take up to two semesters off from traditional study. Reasons can be an internship, exchange program, private issues etc. The advantage of a vacation semester is that you pay a lower amount of money for the semester. You can choose if you want to buy the BVG semester ticket. You are not allowed to attend the courses but you are allowed to take the exams.

The vacation semester is especially relevant for Bafög (governmental student's loan) takers since it counts as 1 Hochschulsemester and 0 Fachsemester (a normal semester is 1 and 1). You don't receive Bafög if you stay in Germany during the vacation semester. If you study abroad you can apply for "Auslands-Bafög".

https://www.hu-berlin.de/en/studies/admission/enrolment-office/leave-of-absence?set_language=en

Exchange semester

Humboldt University provides very exciting exchange programs and summer schools around the world. We definitely recommend you look at various different programs in different countries and cities. You can find field reports on the website of the International Office. We recommend you start your research early in the semester, especially if you are interested in going to North America, as the deadlines are super early!

Before you go abroad, check if you can receive credit for your abroad courses by consulting the Prüfungsbüro and the corresponding chair.

WWG (Wirtschaftswissenschaftliche Gesellschaft; booster club of our Faculty) gives out scholarships.

After your exchange program you can still take exams with or without a vacation semester on the second round at the WiWi Faculty.

<https://www.wiwi.hu-berlin.de/de/international/abroad>

Exams

Before the exam

1. Check on Agnes the exam dates and make sure that your exams are not at the same time
2. Register your exams with the TAN list before the registration deadline
3. Make sure that you register for your exam for your intentioned Field (A,B,C,D)
4. Check where you will take the exam in Agnes under "Registered exams"

The exams start after the lecture period and last two weeks. In some courses they start early in the last week of the lecture period. The exam date will be published in the mid of the semester on Agnes. You can write either on the first or second round of exam offerings. The second round doesn't require failing the first round and it will take place in the last week before the next semester. You must register for the first and second round in the same time

period. However, if you fail on the first round you have the possibility to try again on the second round. The registration takes place on Agnes and you need your TAN list. Make sure that you register for the exam for the correct part of your studies. You can register your exam e.g. either for Field B or Field D. Check the Chart/Schaubild beforehand. You can't miss the registration deadline because you will be notified several times on different channels.

Be aware that some exams take place at the same time. Consequently, you have to take one exam in the first round and the other one in the second round. Check in which room you will take your exam in Agnes under "*Registered exams*".

Moreover, you can resign until 3 working days (Sundays and vacation days are no working days) before the exams. As soon as you have resigned from a first round exam after the registration deadline, you cannot sign up again for the second round.

If you resign, this course will not appear in your Transcript of Records. If you don't show up or if you cross-out your exam, "not passed" will appear in your Transcript until you have passed.

Remark: In your final certificate, the number of tries is not mentioned.

Illness

In case of illness, you must hand in your doctor's note within 3 days at Prüfungsbüro. Then you can sign up for the second round again. Stress does not count for an illness.

At the exam

Bring with you:

- Campus Card
- ID
- Something to write (but not a pencil)
- If applicable a ruler
- Non-programmable calculator

In some courses you can bring with you a "cheat sheet" but in these cases, the professor will clearly state what is permitted.

Try to be at the Faculty 15-20 min before the exam. Especially in winter, it is not unusual that U-Bahn or S-Bahn is delayed.

After the exam

It usually takes around 2-4 weeks to correct exams, sometimes longer. Then you can find the grade in the "*Transcript of Records*" on Agnes. The statistics of the exam can be found under

"Informationen zur Notenverbuchung und Einsichtstermine".

<https://www.wiwi.hu-berlin.de/de/studium/pa/noten>

Every student has the right to see her/his exam. Go to the revision of your exam. If you don't have time to show up the revision, you can get in touch with the professor and set an appointment to see your exam.

If you fail an exam, Agnes is open again for the registration of the failed course for the second round. If you take the exam in the second round and you fail, you have to wait until the next exam round (usually one year).

Important

If you fail three times the same exam in the mandatory part ("*Pflichtbereich*"), you are not permitted to continue with your study program. This applies only to the VWL master with the course "Econometric Methods".

If you fail an exam three times in the non-mandatory part ("*Fachlicher Wahlpflichtbereich*"; *FWP*) you cannot take this exam again.

You get exmatriculated, if you fail three times the exams of several courses so that it is impossible to finish the *FWP*.

Example: In VWL, you must do either "*Introduction to Advanced Microeconomic Analysis*" or "*Advanced Microeconomic Theory I (Ph.D.-Level)*". If you fail "*Introduction to Advanced Microeconomic Analysis*" three times you must do "*Advanced Microeconomic Theory I (Ph.D.-Level)*". If you fail this again three times, then you are not permitted to continue. Basically, you must pass enough exams so that you complete the required credits. Therefore, in "*18 LP aus Bereich B: Volkswirtschaftslehre*", you could fail all given courses three times before, as long as you pass three courses in this field so that you reach 18 LP.

Please note: You can retake the master thesis only once.

Master thesis

Check in advance the requirements of the chair for writing a master thesis. They usually expect that you take a seminar from the chair as well as certain courses.

Access to LEQR database

This can be helpful at the end of your studies. You need the approval from your master thesis mentor so that you can access this database.

<https://leqr.wiwi.hu-berlin.de/leqr/content/membership.php>

Withdrawal from University

As soon as the last credit point is transferred to your master, you have finished the master. After two months you get automatically exmatriculated.

At the WiWi Faculty

The WiWi Faculty is open Mo-Fr 07.00-20.45 under normal conditions (these times may differ in accordance with pandemic regulations).

It will be opened several weeks before the exams on Saturday and Sunday as well. StuRa and Prüfungsbüro will inform you in advance.

Study places

- Group study room and silent study room are on the 2nd floor
- PC pools in the basement (first and third one)
 - The first one (on the right side) never hosts lectures
 - The second one is reserved for lectures/tutorials
 - The third one sometimes accomodates tutorials (check the plan on the door)
- Library of Theological Faculty (just up the block)
- Grimm-Zentrum (main HU library)
- Berlin State Library/ Nationalbibliothek
- Library of Technische Universität Berlin
- Central Library of Campus Virchow Klinikum
- Library of Freie Universität

Prüfungs- and Studienbüro (examination office)

This is the place where you go to regarding any question concerning credits, courses, or internship recognition. You can also write them an email and you will get an answer after around 1-3 days.

Studienbüro gives you information about the courses. They also offer peer counselling.

<https://www.wiwi.hu-berlin.de/de/studium/pa/standardseite>

Evaluation of the lecture and tutorials

Each course will be evaluated in the last lecture. The purpose is to improve the quality of the course. Therefore, it is quite important to give honest and valuable feedback. Future students will be thankful for that! The results will be published online. The evaluation was introduced by StuRa in 1994 against strong resistance.

Fun fact: Prof. Georg Weizäcker was involved as a StuRa member in these discussions. Now the courses get evaluated at the entire Humboldt University.

The evaluations are available online:

<https://www.wiwi.hu-berlin.de/de/studium/eva>

The International Office (IO) - exchange and buddy program

The International Office takes care of all activities regarding international affairs at the Faculty. They are the primary source of contact for international degree-seeking students, for incoming exchange students, and for our outgoing students. They are also highly-involved in the MEMS program, which is predominantly international students. In order to get a good

impression of what they do and how they can help you, just take a look at their website or visit them during our office hours. Join the Moodle group "ERASMUS Outgoings WiWi" to get all important information regarding to the partner universities.

If you want to help international students to find their ways at the Faculty, you can sign up for the buddy program as a local student.

Wiwi International Office Stammtisch

The IO organizes several meetings at bars with the international students several times a term. You can come around and meet them. It is not mandatory being a buddy - everyone from the Faculty is invited! The Stammtisch events will be announced on Facebook by the IO.

<https://www.wiwi.hu-berlin.de/de/international>
[facebook.com/wiwi.international/](https://www.facebook.com/wiwi.international/)

StuRa Café

This place is accessible for students during the faculties opening hours. You can go there to get drinks such as Club Mate, coffee, tea or beer. We offer a tea (10 €/semester) and coffee + tea flatrate (15 €/semester). Taking a nap on the comfortable couches or chatting with your friends on the first floor is often done by many students. If the door to the first floor is closed, just ask around in the Café, often someone with the keys is around.

If you have any questions about university or administration, you can easily find an answer here. It is also a nice place to get in touch with other fellow students.

Caution: You can take coffee cups to every place in the Faculty, but please bring the coffee cups back to StuRa and put them in the dishwasher!! (StuRa ≠ Hotel Mama)

The meetings of StuRa take place weekly on Thursday 18.15, either in person on the first floor of the StuRa Café, or online via Zoom (check Instagram/Facebook/Moodle).

Women's representative ("Frauenbeauftragte")/ students with children

The Women's Representative and her deputy have the task of safeguarding women's rights in the respective faculties and actively participating in the implementation of gender equality. In concrete terms, this means, for example, participating in appointments, being involved in job interviews, administering the women's promotion fund and assisting women seeking help.

The Faculty has a room where parents can play with their kids. More information and services can be found here:

<https://www.wiwi.hu-berlin.de/de/administration/beauftragte/frauen>

Head of teaching and courses (Referentin für Studium und Lehre)

You talk to Dr. Anja Schwerk if you have suggestions for improvements or issues with regards to the tutorials/lecture. She is very interested in finding a satisfying consensus for all involved stakeholders.

Alternatively, you can report your issue to StuRa and StuRa will talk to her. In both cases, you stay anonymous and you will not experience negative repercussions.

<https://www.wiwi.hu-berlin.de/de/studium/studienberater/studienfachberater>

WIWEX – career center

The Faculty's career and alumni center. They can check your CV and they offer job vacancies on their website. Furthermore, together with DAAD they organize a summer school in Cuba.

<https://www.wiwex.net>

Studentenrat e.V.- Faculty's booster club

The Student Council was founded in 1999 and is active as a sponsoring association of the student council and of our WiWi Faculty. Through various events, they created a link between former and current students. Furthermore, they specifically promote projects at the WiWi Faculty to improve general study conditions. WIWEX was founded in 2007 and it still belongs to Studentenrat e.V.

In 2009 the project platzstiften.de was initiated. In auditorium 201 you can "buy a seat" and they will put a tag with your name on the backside of the table.

A small selection of the realized projects:

- Construction of the StuRa Café terrace (2003)
- Humboldt Ball of Economics (2003-2015)
- Foundation of WIWEX (2007)
- Foundation of platzstiften.de (2009/2010)
- Purchase of lockers (2013)
- Funding of Faculty's weekend opening before the exams (since 2013)
- Supporting the installation of the family room (2014)
- Supporting the renovation of StuRa café (2014)
- Idea competition (winter semester 2015/16)

<https://www.studentenrat-ev.de>

Wirtschaftswissenschaftliche Gesellschaft (WWG) – Faculty's booster club

WWG was founded in 1995 and it has 150 members and 20 company members. The members consist of managers from business, science and a steadily growing number of alumni.

The goals of WWG are:

- Promoting cooperation between science and business
- Supporting an international focus of research and teaching

What WWG does:

- Organisation of presentations with personalities from research and business
- Support of student organizations such as HUFW
- Alumni networking
- Travel allowances
- Support on integration of international exchange students and they promote events from the International Office
- Connect you with companies for the master thesis
- Support of Deutschlandstipendium
- Co-financing of renovation of Heilig-Geist-Kapelle, auditoria 201, 202 and 125

<https://www.wiwi.hu-berlin.de/de/wwg>

Doorman and caretaker

It might occur that you find broken furniture, or that the copy machine doesn't work, etc. Please report it to the doorman or to our facility manager Henry (friendly-looking, blue overalls, with a mullet) so that they can repair it. If it is not reported, it cannot be repaired.

Additional services and institutions at Humboldt University

Learning languages

Language Courses

The HU's Language Center offers a variety of language courses during the semester (and also during the semester breaks). From German, English, French and Spanish to Arabic, Hungarian, Swahili – The language courses are reasonably priced compared to external schools. Classes are available for beginning, intermediate, and advanced speakers. Take the “*entrance test*” before registration for a course, so that you know which course is right for you. Without the “*entrance test*” you are not able to register for a language course.

Registration usually opens during the first week of the semester and you should register quickly, because they are highly demanded.

https://www.sprachenzentrum.hu-berlin.de/en/studium-und-lehre/kursangebot/language-courses-in-summer-semester-2018?set_language=en

Tandemdatenbank

You teach your mother tongue to someone who wants to learn your language, in return this person teaches you her/his mother tongue.

In the database you can find filter for people who want to teach your sought after language.

Tip: You get better and faster results if you announce yourself. It is without profile photo, and the language learners will contact you via email.

<https://www.sprachenzentrum.hu-berlin.de/de/selbstlernzentrum/tandem/tandemdatenbank>

<https://anmeldung.sprachenzentrum.hu-berlin.de/cgi/sprachpartnerboerse.cgi>

Or

https://www.international.hu-berlin.de/en/studierende/an-der-hu/orbis-infothek/language-exchange/language-exchange-market?set_language=en

Legal advice/ Allgemeine Rechtsberatung

Refrat (AstA, executive of student parliament) offers free legal advice for tenancy law, civil law, etc.

<https://www.refrat.de/beratung.recht.html>

HU Sport

Besides all common sports, HU offers a discounted sailing license and ski trips. Be in front of your computer when the courses are being published, as they are highly demanded.

<https://www.hochschulsport.hu-berlin.de/de/hochschulsport-an-der-humboldt-universitaet-zu-berlin>

Event calendar

All upcoming events and presentations at Humboldt University can be found here:

https://www.hu-berlin.de/de/service/veranstaltungen/veranstaltungen_neu

Humboldt Universitätsgesellschaft (HUG) – Booster club of Humboldt University

HUG is comparable to WWG. The difference to WWG is that HUG is the booster club for the entire university.

<http://www.hug-berlin.de>

Humboldt Innovation (HI) – Startup and entrepreneurial service

HI supports you, if you want to become an entrepreneur. Startups such as Babel, M-Sense, uberMetrics, Sofatutor and StudiVZ (SchülerVZ) are HI's alumni. However, most of the startups are based in Adlershof because they are focused on science and research topics. HI is also in charge of the Humboldt Store in the main building.

<http://www.humboldt-innovation.de/en/home.html>

Humboldt Store - Merchandise

The store is located in the main building (Unter den Linden 6) on the ground level. You get 20% off as Humboldt student. They sell T-shirts, hoodies, sweaters, tote bags, transparent bags for library visits, etc.

<https://www.humboldtstore.de>

Humboldt podcast on Spotify/ Apple Podcasts

“Wissenschaftspodcast der HU Berlin” is a German podcast that started in July 2019. They cover topics of current research at HU.

Take ownership

StuRa

The Studentenrat is the student's council (Fachschaft) in our Faculty. StuRa represents all students of the School of Business and Economics.

Our tasks are:

- Representation of the students in
 - Fakultätsrat
 - LSK (Kommission für Lehre und Studium)
 - Berufungskommission
 - Prüfungsausschuss
 - Deutschland- Stipendium
- Organisation of
 - Bachelor's and Master's freshman trips
 - Sommerfest
 - WiWi party (each semester)

The weekly meetings take place every Thursday at 18.15 on the first floor of the StuRa Café or via Zoom.

Student Parliament (StuPa)

The Student Parliament (short: StuPa) is the highest governing body (organ) of a student body at a German university. The StuPa elects and commissions the General Student Committee (called "RefRat" at HU Berlin, see below) and decides on the statutes as well as a significant portion of the student body's budget.

The StuPa is the representation of all students at our university. It is composed of students who are currently studying at HU Berlin that are elected by their peers. You are encouraged to participate in one of the parties and add value to Humboldt-University's political life.

The annual budget of the Student Parliament consists of the contributions included in the Semesterbeitrag, which is paid by every student (9.75 €) as part of the enrollment before a new semester starts. Hence, by participating in the elections you not only exercise your democratic rights but can also influence the allocation of resources to fund different programs, events, etc. Thus, you are an essential part of democracy at Humboldt-University and within the German higher education system.

<https://vertretungen.hu-berlin.de/de/stupa> (in German)

Independent blog *Nicht-Passiv*: <http://nicht-passiv.de> (in German)

Refrat (AStA)

The ReferentInnenrat (short RefRat) is the General Students' Committee (German: Allgemeiner Studierendenausschuss / AStA) at Humboldt-University of Berlin. The RefRat is technically the executive board of the (constituted) student body at university level. As of July 2018, it covers 16 topics with the help of independent units e.g. Anti-racism, Finance, LGBTQ, Publications, Data protection, Culture, etc. Elected student representatives are in charge of the daily tasks of the 16 units. They are either elected by the Student Parliament directly or by certain status groups which they represent. The most common structure consists of one main advisor and one deputy advisor per unit.

All units are existing to serve HU students, i.e. if you are an international student and you have any problems of an international matter, you should reach out to the RefRat unit "Foreign Affairs". If you have legal concerns, arrange an appointment with the RefRat legal counsellor, etc. You can always contact the StuRa at the School of Business and Economics in case you have any questions and they will help you directly or can connect you with the respective RefRat unit.

<http://www.refrat.de> (in German)

Elections

The elections of StuRa and StuPa take place every January. As mentioned above, participating in the elections (simply by exercising your voting right or by joining the organizational team or even a student party competing for a seat in the Student Parliament) means that you directly influence HU Berlin's future. If you are still not convinced on voting, the financial contributions of roughly 41,000 students and the StuPa's decisions on how to spend this money could be incentive too, since many useful projects can receive funding from StuPa during the academic year.

Hence, the best way to support the student body and yourself as a HU student is going to the polls. The bigger the voter share is, the better committees, such as the StuPa, can represent your interests.

<http://www.refrat.hu-berlin.de/wahlen/> (in German)

FAMOS Connect

FAMOS Connect offers international freshmen planning for their studies until graduation at Humboldt University, free of charge mentoring (student and academic), qualification (study preparation weeks and workshops) and networking (cultural events and excursions).

Student mentors

As a student mentor, you are responsible for all questions about studying, the campus and life in Berlin. You personally take care of one to three mentees of your study program.

The supervision covers one semester. You will be supported by an academic mentor of your subject who is responsible for scientific advice.

<https://www.international.hu-berlin.de/de/studierende/an-der-hu/mentoring/famos>

Humboldt Forum Wirtschaft (HUFW)

They organize an annual symposium, where current topics in economics, society, politics and business are discussed as an interuniversity and interdisciplinary forum. The symposium is organized by Humboldt students and free of charge for you. If you want to get involved and help the HUFW to prepare the topics, acquire speakers, acquire donations, or cooperate with the media, just contact them. The HUFW offers the opportunity for students of all HU schools to combine the discussion on economically and socially relevant topics with practical experiences in the preparation and organization of lectures and discussions. Besides that, HUFW invites you to visit startups at a startup tour once per semester.

<http://hufw.de>

Colloquium- Was ist Ökonomie?

The initiative "Was ist Ökonomie?" (literally: what is economics?) at the Humboldt University of Berlin aims to promote critical and interdisciplinary economic teaching and research. Being part of the "Netzwerk Plurale Ökonomik", they organize colloquia, summer schools and panel discussions to raise awareness of the blind spots and political implications of contemporary mainstream economic thinking. They discuss perspectives from different schools of thought on current political and economic issues like economic crises, populism, and green growth.

Find out more about their activities at www.wasistoekonomie.de and join them for our regular interdisciplinary student colloquium, which we organize every semester.

UnAufgefördert Student Magazine

UnAufgefördert is among Germany's most decorated student magazines and was released for the first time on Nov, 17th 1989. Today, UnAufgefördert is published five times per year and distributed at all of the university's facilities. Covering politics, science, arts, campus, and student life, UnAufgefördert was awarded several prizes, including one for their coverage on non-transparency of student representation at Humboldt University.

UnAufgefördert reporters meet every Monday during the semester at 18.30 at their bureau in Invalidenstraße 110. It is free to join, and a great opportunity for a first experience in magazine, online, or photo-journalism.

<http://www.unauf.de>

Scholarships

- Deutschland-Stipendium
- DAAD (travel allowances)
- Stiftung der deutschen Wirtschaft
- Heinrich-Böll Stiftung
- Konrad-Adenauer Stiftung
- Wirtschaftswissenschaftliche Gesellschaft (travel allowances)

Getting ready for winter

“Dickes B, oben an der Spree, im Sommer tust du gut und im Winter tut's weh”

Unfortunately, it is true that Berlin winters are very painful because of their coldness, high humidity and short sunshine hours (dusk starts around 15.45 in December). For this reason, many people get sick and infect their fellows in U-Bahn or University. Fortunately, there is a solution to prevent this - it's called flu vaccination. It's covered by every health insurance. It's mostly done by the nurses and you don't have to wait longer than 15 minutes. It also doesn't require an appointment at the *Allgemeinarzt*. You don't have to do it but it is definitely cheaper than getting sick and pay for the pills.

And while we are already at it: get the Covid vaccine! Not only can you protect yourself and others, but it is also the fastest possible track to getting everything back to normal.

Night life

Bars

- Ä (U Rathaus Neukölln)
- Birgit & Bier (U Schlesisches Tor)
- Bohnengold (U Kottbuser Tor)
- Crack Bellmer (S+U Warschauer Straße)
- Dschungel (U Hermannplatz)
- Farbfernseher (U Görlitzer Bahnhof)
- Freya Fuchs (U Leopoldplatz)
- Haus am See (U Rosenthaler Platz)
- Holzmarkt (U Jannowitzbrücke)
- Klunkerkranich (U Rathaus Neukölln)
- Krass Böser Wolf (S Treptower Park)
- Lerchen und Eulen (U Görlitzer Bahnhof)
- Madame Claude (U Schlesisches Tor)
- Minimal Bar (U Frankfurter Tor)
- Monkey Bar (U Zoologischer Garten)
- Omega (S+U Neukölln)
- Ratzeputz (U Rathaus Neukölln)
- Schwarzes Café (U Zoologischer Garten)
- Vater Bar (U Hermannplatz)
- Vögelchen Bar (U Görlitzer Bahnhof)

Clubs

- ://about blank (S Ostkreuz)
- Badeschiff (S Treptower Park)
- Berghain (S Ostbahnhof)
- Chalet (U Schlesisches Tor)
- Club der Visionäre (U Schlesisches Tor)
- Golden Gate (S+U Jannowitzbrücke)
- Griessmühle (S Sonnenallee)
- Heideglühen (S+U Westhafen)
- House of Weekend (S+U Alexanderplatz)
- Kater Blau (U Jannowitzbrücke)
- Lido und Magnet (U Schlesisches Tor)

- Prince Charles (U Moritzplatz)
- RAW and Suicide Circus (S Warschauer Straße)
- Ritter Butzke (U Moritzplatz)
- Sage (Heinrich-Heine-Straße)
- Sisyphos (S Rummelsburg)
- Tresor (U Heinrich-Heine-Straße)
- Watergate (U Schlesisches Tor)
- Wilde Renate (S Ostkreuz)

Some bars/clubs currently have a 2G-rule (geimpft/genesen aka vaccinated/recovered), so just presenting a negative Covid test will not suffice!