Dear students,

You have surely taken it all from the press and relevant websites: Our summer semester begins on April 20th, 2020, i.e. six days later than originally planned. The end of the semester is not affected. Due to the still diverse restrictions caused by the SARS COVID-19 pandemic, the semester will be conducted completely digitally. This has an impact on teaching, access to the university, exams and much more. In detail, this means:

**Access to the university**

Now the contact ban is still in effect. The university is run in an essential-only mode and access to the buildings of the university/ School of Business and Economics is not possible for most of the staff. The staff works in home office and is available by email for any question you may have. You will find the corresponding email addresses on the website of the School (section administration and faculty). Changes in access to the buildings of the university will be announced in time via email and on the faculty's website.

**Teaching in summer term 2020**

The start of the semester has been postponed to April 20th, 2020. Teaching will take place digitally; there are no face-to-face events. The positive news is that almost all courses of the School of Business and Economics announced in Agnes, can be offered digitally.

It is up to the chairs themselves to decide whether the course will take place as pre-production or as a synchronous course with or without recording or whether other digital formats will be used. All lectures are required to create a Moodle course and to keep this Moodle course open from April 20 to April 30 without a registration key. Synchronous courses take place at the times indicated in the course catalogue.

Many lectures will use the campus license Zoom for these synchronous courses. Important: There will be no attention tracking and no data storage by Zoom. Zoom can be accessed via the CMS page: [https://www.cms.hu-berlin.de/de/aktuelles-und-veranstaltungen/web-videokonferenzen-mit-zoom-an-der-hu](https://www.cms.hu-berlin.de/de/aktuelles-und-veranstaltungen/web-videokonferenzen-mit-zoom-an-der-hu)

Contact hours of the faculty will be carried out digitally.

**Examinations**

At the present state of planning, the first phase of exams of the summer semester takes place in the last week of lectures (starting July 13th, 2020) and the first two weeks of the lecture-free period. The second phase takes place in October this year. Further details will be communicated by the examination office as soon as possible.

The second phase of the winter semester 2019/2020 written exams is still pending. You will be informed at least 2 weeks (probably 4 weeks) when and how these will be held.

Due to the special situation, students who did not pass on the first date or who had a sick leave can still register up to two weeks before the exam date. Withdrawal is possible for everyone up to one day before the respective exam.

Please do not withdraw from the registrations now; otherwise, you will not be able to register again. Only withdraw from an exam if you are sure that you will not take it. Withdrawal from a registered exam is possible up to one day before the exam.
“Klausureinsichten”

The dates for Klausureinsichten of the first phase of examinations of the winter semester 2019/2020 will not apply until further notice. The School of Business and Economics examine promptly whether and when Klausureinsichten can take place again.

Processing of final theses (BA and MA), homework and seminar papers

The deadline for submitting final BA and MA theses, homework and seminar papers was retrospectively suspended for a period of two months from March 12th, 2020. I.e. the previous submission deadlines are extended by two months until at least May 11th, 2020. This definition applies until the regular course of studies is resumed.

Application for Master Programs

The application period for the master's programs has been postponed. It is possible to apply for a master's program at the School of Business and Economics (business administration, economics, business informatics and statistics) from June 2nd, 2020 until July 15th, 2020. For the Master of Economics and Management Science, the application period has been extended until April 30th, 2020.

Exchange students

All exchange students (incomings and outgoings) are advised not to start their stay abroad in the summer semester 2020. The School of Business and Economics has nominated the outgoings for the winter semester 2020/2021. Whether a stay abroad in the winter semester can really be realized, currently nobody knows.

Detailed information can be found at the website of the International Division: https://www.international.hu-berlin.de/en/news?set_language=en

You will find further information on the website of the School of Business and Economics, which is updated regularly: https://www.wiwi.hu-berlin.de/en/corona-update/

Be assured, all faculty staff are currently doing their utmost to keep teaching and exams running smoothly for you, dear students, during this period of great uncertainty. Please also have some understanding if everything does not always work perfectly right away. However, together we will try to make the best of the situation!

With this in mind, I wish you all the best! Stay healthy!

Yours Daniel Klapper
Dean of the School of Business and Economics