

## How to apply

### Business Administration/International Service Management

|                                |  |
|--------------------------------|--|
| Degree                         | <b>Bachelor of Arts (B.A.)</b>           |
| Type of study                  | <b>Cooperative</b>                       |
| Standard period of study       | <b>6 semester (incl. internship)</b>     |
| Commencement of studies        | <b>Winter semester (1 Oct)</b>           |
| Credits (ECTS)                 | <b>210</b>                               |
| Language of instruction        | <b>German / English</b>                  |
| Department / Central Institute | <b>Department of Cooperative Studies</b> |

### How to apply without a German university entrance qualification

The application is to be submitted to the partner company.

#### Application period:

Up to a year before commencement of study

#### Admission requirements

- University entrance qualification or an entrance qualification for a University of Applied Sciences
- A contract (on a form) with a suitable apprenticeship institution/ company

#### Evidence of German language skills

For study courses in German international students have to prove their German proficiency through the "Test of German Language Ability for Foreign College Students (DSH 2)". Graduates of the Goethe-Zertifikats C2 (Großes Deutsches Sprachdiplom (GDS)) by the Goethe-Institut, Test-DaF-Graduates with the result of TDN degree 4 in all four tests and graduates of the test „telc Deutsch C1 Hochschule“ do not need the DSH.

#### Proof of English language proficiency

You need to present a standardised test to prove that your English level is at least B2 CEFR (Common European Framework of References) or above. The required minimum scores of the accepted English certificates are listed [here](#). We accept certificates of up to five years old. Please, hand in a certified copy (no scan, coloured copy or pdf, but paper with original stamp) of your language certificate or show the original.

If you have studied in the higher education system a minimum of two semesters entirely in English, this can be accepted as equivalent (please provide proof). You do not need to provide further English certificates if you hold a GMAT.

#### General information

Department of Cooperative Studies

**Personal counselling for dual study programmes**

**+49 30 30877-2000**

**studienberatung.dual@hwr-berlin.de**

Office hours (without advance notice)

Thu 15.00 -17.00

Study counselling by telephone

Thu 14.00 -15.00