Bachelor’s degree programmes at the HWR Berlin
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Thank you for your interest in studying on a Bachelor’s degree programme at the HWR Berlin. This brochure sets out the wide range of Bachelor’s degree programmes and different study formats which we offer. In addition to our conventional full-time courses, we offer a range of degree programmes catering for students requiring part-time and/or evening study. The HWR Berlin also specializes in cooperative studies degree courses which integrate practical phases with theoretical learning. Take a look and find the right course for you.

1 A pronounced practice-orientation
Teaching and learning at the HWR Berlin is both research-led and practical. Taking advantage of the whole range of modern teaching and learning methods, students at the HWR Berlin benefit from our continual quality assurance and development. We also have excellent contacts with local industry, administrations, the justice system and the not-for-profit sector to develop practical skills in a real-world setting.

An important factor in this mix is the qualifications of our professorial and other teaching staff, all of whom have many years of professional experience in a non-university setting. Students thus profit from their external contacts, state-of-the-art expertise and wealth of practical experience.

2 An international focus
Our international focus is reflected in the form and content of our teaching, and a large proportion of our degree programmes are taught either partially or entirely in English. This opens doors to a range of international career paths.

We are convinced that intensive international exchange is of central importance in today’s global world and we maintain an international cooperation network with a range of partner institutions to this end. We also host a large number of students, teaching staff and researchers from throughout the world. We are truly proud of the welcoming atmosphere which we have established at the HWR Berlin.

3 A unique range of courses
Many of our degree programmes are unique within Germany; their unrivalled specialist focus provide top-level qualifications which equip our graduates with bespoke preparation for the increasingly individualized demands of the modern employment market.

The HWR Berlin provides degrees in Business and Economics, Administrative and Legal Studies and a range of engineering specialisms. The broad spectrum of training provided at the HWR Berlin is the result of our history: we were formed in 2009 through the amalgamation of the Fachhochschule für Wirtschaft Berlin (a university of applied sciences concentrating on the Economic Sciences) and the Fachhochschule für Verwaltung und Rechtspflege Berlin (providing Legal Studies courses) to form the uniquely-equipped HWR Berlin. This had been preceded in 2003 by the integration of the Berufsakademie Berlin, an institution focussing on vocational training and which now forms the Department of Cooperative Studies.

4 Diversity in research
We at the HWR Berlin subject our cutting-edge programme of research and knowledge-transfer to a process of continual review and renewal, through a programme of targeted support and funding for the research of our professorial staff. We employ a multi-disciplinary approach to facilitate joint research projects. We also provide mentoring and support for young researchers enabling them to complete doctoral theses under the supervision of our teaching staff.

5 Diversity and equal opportunities
We at the HWR Berlin place a premium on diversity, and actively seek to promote the diversity of cultures and lifestyles, achieve gender equality and enable the combination of family life, study and work.
Schöneberg Campus
Badensche Straße 52, 10825 Berlin

Lichtenberg Campus
Alt-Friedrichsfelde 60, 10315 Berlin
An overview of the HWR Berlin

University life at the HWR Berlin is spread across two campuses: the Schöneberg Campus houses the Central University Administration, the Department of Business and Economics, Berlin Professional School and the HWR Berlin Business Incubation Center.

The Departments of Cooperative Studies, Public Administration, Legal Studies, Police and Security Management and part of Berlin Professional School are located on the Lichtenberg Campus.

The University Departments

The Department of Business and Economics
The Department of Business and Economics teaches a range of foundational and specialist Economics-based degree programmes with a range of specialist and cross-branch qualifications.

The use of English is fundamental to many of our degree programmes and prepares its students for the demands of working in the international economy. The integration of the principles of Gender Studies and Environmental and Sustainability Studies in both teaching and research is a key factor giving our degree courses a relevance to the modern world.

The Department of Cooperative Studies
The Department of Cooperative Studies is the largest provider of cooperative studies education in Berlin and Brandenburg. Working together with a network of 700 partner companies, the department provides a total of 16 sector-oriented degree programmes in the Economics, Technology and IT sectors. Graduates of the three-year course – which combines theoretical study with regular practical experience in a three-month cycle – are equipped with the skills and experience to open unique professional opportunities.

Department of Public Administration
The Department of Public Administration is characterized by its expertise in the areas of Administration and Law. Students learn to think in accordance with the specific requirements of an administrative and legal context, acquire the knowledge and skills requisite to the fashioning of administrative processes, and learn how to grasp and evaluate a range of legal issues. The degree programmes also incorporate a consideration of the international dimension of the issues involved.

The Department of Legal Studies
The Department of Legal Studies combines traditional and modern approaches to legal practice. On the one hand, we provide traditional training with a Diplom course in the Administration of Justice for the senior justice service, who work independently to make court rulings. We also provide a range of Bachelor’s and Master’s degree programmes with special foci, thereby qualifying lawyers for a range of specialist tasks in a commercial setting.

The Department of Police and Security Management
The Department of Police and Security Management provides degree programmes tailored to the requirements of public, municipal and company-based security. All the degree programmes have a practical and interdisciplinary focus and cover topics from the Legal, Policing, Social and Economic Sciences.

Our Institute of continuing professional development

Berlin Professional School
The HWR Berlin can look back on 25 years of success in continuing professional development. All the degree programmes provided at the Berlin Professional School stand out through their intensive practical focus: the school profits from the extensive professional histories of teaching staff and students alike. Up-to-date case studies, project and group work conducted in a professional context, business simulations and addresses from company representatives constitute essential aspects of the degree training.

These practical aspects are paired with an emphasis on academically-sound theoretical approaches. This optimal combination of theory and practice equips all graduates with the requisite management and leadership skills to become the managers of tomorrow.
11,000+ Students in all departments and institutes

51% of students are female

14% of HWR Berlin students come from abroad

Ratio of teachers to students 1:10

160+ International partner universities

Approximately 550 outgoing p.a.

Approximately 770 incoming p.a.
The wide range of courses which we teach is matched only by the variety of study formats which we employ. As well as our conventional full-time courses, we provide a range of degree programmes catering for students requiring part-time and/or evening study. Those seeking to integrate theory with practice would be well-advised to take a course at our Department of Cooperative Studies.

**Full-time study**

Full-time study is usually taught as classroom-based study, with a workload of c. 40 hours per week, encompassing both teaching time, lesson preparation, post-processing and revision for examinations. Lessons are usually taught throughout the day.

Full-time Bachelor’s degree programmes usually have a standard period of study of between six and eight semesters; Master’s degree programmes require between two and four semesters. Almost all full-time degree programme taught at the HWR Berlin incorporate study abroad, a compulsory internship or a different form of practical experience.

**Part-time study**

Part-time study is well-suited to all those hoping to pursue their studies in conjunction with paid employment or family responsibilities, e.g. parental responsibilities. Students studying on a part-time basis can extend the standard period of study in which they achieve the same level of academic performance and workload. The HWR Berlin provides two forms of part-time study: evening study with regular presence phases organized on evenings; and digital part-time study (Blended Learning). The latter format divides teaching equally between online teaching (50%) and classroom-based teaching (50%).

**Cooperative studies**

Those seeking to integrate theory with practice in a company setting in a single degree programme are well-advised to choose from one of the HWR Berlin’s many cooperative studies degrees, which combine university study with practical experience in a company.

Students complete a three-year Bachelor’s degree programme, whilst gaining one-and-a-half years of professional experience with one of our many partner companies. Students change between the phases «company» and «university» on an average of every three months.
Admission requirements and applications

**Full-time and part-time study**
Different admission requirements apply depending on the degree programme which you are interested in studying or the department to which you are interested in applying.

The basic admissions requirement for all Bachelor’s degree programmes:
- University entrance qualification or an entrance qualification for a University of Applied Sciences
- Or: a university entrance qualification in accordance with § 11 BerlHG (vocational qualification)

Detailed information about the admission requirements and application procedure for the individual degree programmes is available here: [www.hwr-berlin.de/studium](http://www.hwr-berlin.de/studium)

**Cooperative studies degree programmes**
The basic admissions requirement for all cooperative studies Bachelor’s degree programmes:
- University entrance qualification or an entrance qualification for a University of Applied Sciences
- Or: a university entrance qualification in accordance with § 11 BerlHG (vocational qualification)
- And a study agreement with a partner company

We recommend that those interested in studying at the HWR Berlin apply to the cooperating company up to a year before the commencement of study. The application is to be submitted directly to the partner company (see the list of partner companies published on the homepage of the Department of Cooperative Studies).

The partner companies select those students most suitable for study on a cooperative studies degree course and conclude a study agreement with them. This agreement amounts to the offer of a place to study on a cooperative studies degree programme. Further information about the application procedure and application requirements is available here: [www.hwr-berlin.de/fachbereich-duales-studium/bewerbung](http://www.hwr-berlin.de/fachbereich-duales-studium/bewerbung)

**International applicants**
Holders of a non-German university degree must comply with special regulations. Such persons are required to submit the following documents:

**Admission requirements**
International students must also submit:
- Proof of a university entrance qualification recognized in Germany
- Proof of a German language proficiency certificate qualifying its holder to study at a German university

**The application period**
Several degree programmes have a different application period for international applicants.

**The application procedure**
Please submit your application(s) via the Arbeits- und Servicestelle für internationale Studienbewerbungen ([www.uni-assist.de](http://www.uni-assist.de)). This department will check all the documents submitted.

Detailed information about the admission requirements and application procedure for the individual degree programmes is available here: [www.hwr-berlin.de/studium](http://www.hwr-berlin.de/studium)
Studying with a vocational qualification
(university entrance qualification in accordance with §11 BerlHG)
All Bachelor’s degree programmes taught at the HWR Berlin are open to applicants with a vocational qualification (without »A« levels or a university entrance qualification). In such cases, applications are made on the basis of § 11 Berliner Hochschulgesetz. There are a number of application routes for holders of a vocational qualification:

Those having undertaken advanced further training (Aufstiegsfortbildung), a Meisterprüfung or a technical college qualification can apply directly to study at the HWR Berlin.

Those who have completed vocational training of at least two years duration and have worked in this job for a minimum of three years can apply to study on a degree course in the field in which they have worked. Applicants who wish to study on a course in a field not related to their vocational experience must pass a university entrance examination.

The HWR Berlin provides advice and support to all those making an application on the basis of their vocational qualification both before and during their studies. Further information is available from the student counselling services.

Semester contribution
The HWR Berlin does not charge any tuition fees for Bachelor’s or consecutive Master’s degree programmes. We do however charge a semester fee to cover the costs of a semester ticket (travel ticket for public transport), a contribution to the Studierendenwerk (German National Association for Student Affairs) and the Student Council and the costs of enrolment and re-enrolment.

The current sum incurred for the semester fee is stipulated here: www.hwr-berlin.de/studium/finanzen
An overview of our degree programmes

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<td>3 years</td>
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<td>6 or 8 semesters</td>
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<td>8 semesters</td>
<td>German, English, the official language of the country of the partner institution</td>
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<tr>
<td>8 semesters</td>
<td>English</td>
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<td>German</td>
<td>Lichtenberg</td>
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Business and Economics
Programme description
If you are fascinated by the prospect of planning the right strategy for a company, have an interest in reliable profit maximization, bring a passion for opening up new markets (both nationally and internationally) and have a talent for spotting the right moment for change, then this full-time Bachelor’s degree is right for you. It will equip you for professional success in a management position, whether in Controlling, Human Resources or Marketing. The international focus of the course prepares its graduates for positions of responsibility in internationally-orientated companies and to perform interdisciplinary tasks within complex projects.

A high-level qualification in Business Administration and Economics, quantifiable procedures and Civil Law provides the basis of an excellent qualification. Additional lecture modules (German and English) prepare students either to study abroad or complete an international internship at one of our many partner universities or companies.

A classical Business Administration degree with an international orientation

Careers
This degree programme equips its graduates to perform a range of specialist and management functions in SMEs and large companies. The international orientation of all teaching at the HWR Berlin prepares its students for a career in internationally-active companies, especially in the areas of Marketing, Controlling, Management and HR. Graduates are also qualified to study a range of Master’s degrees.

Degree structure
Part One of the degree programme teaches a foundation course. The programme provides an introduction to and training in a range of key skills from the start.

Part Two builds on and extends the teaching of Part One; students choose from two specializations (four specialization modules and two supplementary modules) and add interdisciplinary modules and subjects.

Degree qualification
Bachelor of Arts (B.A.)
Credits (ECTS)
210
Study form
Full-time
Standard period of study
7 semesters (inc. internship semester)
Languages of instruction
German and English
Campus
Schöneberg Campus
Commencement
1 April (summer semester)
1 October (winter semester)
Admission requirements
• University entrance qualification or an entrance qualification for a University of Applied Sciences
• English language skills: Level B1
• Detailed information:
  www.hwr-berlin.de/studium
Application
Application procedure and required documents:
www.hwr-berlin.de/studium
Application period
• Winter semester:
  1 June – 15 July
• Summer semester:
  1 December – 15 January
Business Administration (Part-time: Evening Study and Blended Learning)

Programme description
Would you like to combine your studies of Business Administration with professional employment? Then the part-time nature of this Bachelor’s degree programme could be the right option for you. Classroom-based teaching is provided on Mondays to Fridays between 18.00 and 21.15; sometimes also on Saturdays.

Modern Blended Learning enables students to combine the advantages of a classical full-time course with innovative distance learning techniques. With teaching split equally between classroom-based and online self-study, the classroom-based teaching is performed over between 8 and 10 weekends (Friday and Saturday) from 8.00 to 16.00. We also organize a week-long block seminar per semester with teaching Monday to Friday 8.00 to 16.00.

Students can also choose to take courses from the other degree form (evening classes or Blended Learning). Those in professional employment and holders of a professional qualification (in accordance with § 11 BerlHG) can take advantage of support to facilitate assumption of their studies. A number of places on Blended Learning courses are reserved for holders of professional qualifications.

Combining work and part-time study

Careers
The highly practical nature of the teaching of this Business Administration degree programme prepares its graduates for a wide range of professional tasks. Graduates of this Bachelor’s degree programme can move on to further professional specialization or start a consecutive Master’s degree programme. The use of state-of-the-art technologies facilitate a comprehensive learning experience and prepare graduates of this programme for a range of management activities in the increasingly-digitalized environment of both SMEs and large companies.

Degree structure
Both part-time degree programmes provide students with a cutting-edge foundation in all Business Administration and Economics topics. The programme provides sound theoretical and problem-solving training in successful and sustainable company management practices.

The degree programme is structured in two parts. Part One provides an introduction to Business Administration, which is extended in Part Two. The programme provides an introduction to and training in a range of key skills from the start.
Programme description
A combined studies degree means that students engage with the sector in which they wish to work even during their studies. Incorporating aspects of both theoretical training and employment, the degree course is tailored to the needs of the finance industry. This provides the best form of qualification for later employment. The finance industry and the banking industry in particular, require not only a highly-qualified workforce, conversant with the specialist mathematical financial engineering models on which products are based, but creative advisers and salespeople, who can use excellent inter-personal skills to develop bespoke customer provision. Innovation, precision, team working and a high level of responsibility are key to success in this demanding field.

The cooperative studies Bachelor’s degree programme Business Administration / Banking provides its students with a broad-based theoretical training requisite to employment in credit institutes. Graduates of this programme are able not only to understand the products with which they will later deal, but comply with the particular requirements of the branch and implement the marketing strategies which their sale requires. The HWR works with a range of partners in the finance industry which cover the whole range of German credit provision.

Careers
The Bachelor’s degree programme Business Administration/Banking lays excellent foundations for professional development in the finance sector, whether at a bank, a mutual savings bank or other related companies. Graduates of this programme are able not only to understand the products with which they will later deal, but comply with the particular requirements of the branch and implement the marketing strategies which their sale requires. The HWR works with a range of partners in the finance industry which cover the whole range of German credit provision.

Degree structure
The first semesters of the programme concentrate on the core areas of Business Administration: general Business Administration, Banking Management, Economics, Private Business Law and Accounting/Tax. Students then extend their knowledge in Credit Policy, Credit Transactions, Securities and Investment Banking.

From the fifth semester, students can choose from various electives such as the Internal Capital Adequacy Assessment Process, Project Management, Rationality and Ethics and Foreign Languages. Study and internships abroad can be completed in the fifth semester and during the practical phases.

Degree qualification
Bachelor of Arts (B.A.)
Credits (ECTS)
210
Study form
Cooperative studies
Full-time
Standard period of study
6 semesters (with internship)
Languages of instruction
German
Foreign language modules
Campus
Lichtenberg Campus
Commencement
1 October (winter semester)
Admission requirements
• University entrance qualification or an entrance qualification for a University of Applied Sciences
• Study agreement with a partner company
Application
• The application is to be submitted to the partner company:
  www.hwr-berlin.de/firmenlisten
• Detailed information:
  www.hwr-berlin.de/fachbereich-duales-studium/bewerbung
Application period
Up to a year before commencement of study
Business Administration/Industrial Insurance  
(cooperative)

Programme description
Your key to success in a branch with a good future! Industry, trade and commerce depend more than ever on professional partners to insure their risks. As an expert for industrial insurance, you will need to deal with industrial customers. The cooperative studies degree programme Business Administration/Industrial Insurance provides a comprehensive grounding in the core aspects of Business Administration and detailed know-how in Industrial Insurance. The unique combination of a general Business Administration training and specialist understanding of the intricacies of industrial insurance provided by this degree programme are very popular in the branch.

This degree programme also deals with selected issues of industrial and company insurance with a particular focus on the various actors on the market and their interaction. The various insurance divisions and the design of international insurance programmes are the subject of especially close attention. Graduates of this course develop a close understanding of the specific nature of industrial and company insurance. The combination of theory and practice involved in this degree programme and the knowledge and skills which it imparts provides the perfect preparation for a role in a market with a clear future.

Careers
The cooperative studies degree programme Business Administration/Industrial Insurance is tailored to an increasingly differentiated market, and Is designed for those students hoping to work in the Industrial Insurance industry; as brokers; or as agents for companies involved in the industrial and service provision sector. This sector provides a wide range of opportunities; sales specialists work as specialist customer advisers, brokers, Key Account managers, independent financial advisers and sales controllers. Graduates of this programme can also perform a wide range of further functions in sectors such as Specialist Contract Advice, Marketing, Claims Adjustment and Product Design.

Degree structure
The degree programme imparts a comprehensive Business Administration training not restricted to a particular branch. These are supplemented by special Insurance Business Management skills: the foundation stage deals with the economic and legal principles of the insurance industry and the range of figures and sectors on the market. The specialist stage deals with selected issues of the insurance market. Students can gather international experience within the scope of the practical phase.

Degree qualification
Bachelor of Arts (B.A.)

Credits (ECTS)
210

Study form
Cooperative studies
Full-time

Standard period of study
6 semesters (with internship)

Language of instruction
German

Campus
Lichtenberg Campus

Commencement
1 October (winter semester)

Admission requirements
• University entrance qualification
  or an entrance qualification for a University of Applied Sciences
• Study agreement with a partner company

Application
• The application is to be submitted to the partner company:
  www.hwr-berlin.de/firmenlisten
• Detailed information:
  www.hwr-berlin.de/fachbereich-duales-studium/bewerbung

Application period
Up to a year before commencement of study
Business Administration/Industry (cooperative)

Programme description
Graduates of Business Administration with a specialist understanding of the needs of industry are guaranteed a warm welcome on the employment market. Learn the specialist knowledge and develop the complex understanding and specialist skills required to work in the solution-orientated context of the modern industrial world. The regular completion of theory-based practical project work in a company setting within the scope of this degree programme provides its graduates with the hands-on experience of real-world problems, thereby equipping them for the needs of today and tomorrow.

The combination of a well-organized degree course and regular work experience in the branch in which students hope to work bring students to their destination in the shortest of time. Prepared by their multi-faceted training to fill a range of senior specialist and management positions, graduates of this course can move into the areas of corporate Supply Chain Management, Accounting, Sales, Marketing, International Management and Human Resources, all in an industrial setting. Graduates are also inculcated with a progressive approach to industry, moving away from simple product-orientation and stressing the centrality of integrated solutions combining products and services. Are you ready to dive into industrial service provision?

An industry-oriented Business Administration degree programme with an international focus

Careers
This degree programme prepares its graduates for hybrid specialist and management Business Administration roles in an industrial setting in the form of Project Management for Marketing, Supply Chain Management, International Business Administration and PR. Graduates can also carve out a career in Human Resources and Accounting.

Degree structure
Whilst providing its graduates with a thorough grounding in the core areas of Business Administration, the degree programme also introduces the most recent findings in the Social and Behavioural Sciences relevant to Business Administration. The foundation course deals with a range of subjects: Materials Logistics, Production Logistics, Marketing, HR, Finance and Accounting and International Management. Students have the option of extending their understanding of these and other issues in the specialist stage.

Study and internships abroad can be completed in the fifth theory semester and during the practical phases.
Business Administration/Insurance (cooperative)

Programme description
With 40 percent of private equity invested in a range of insurance products and given the importance of industrial risk insurance, the insurance branch is of central importance to the economy. Insurance professionals are true multi-talents, required as they are, to perform a variety of tasks ranging from client acquisition, sales, to customer care. The private insurance sector focuses on the provision of financial services in the area of savings, pensions and insurance coverage. Business Administration skills and branch-knowledge is a pre-requisite to success in this area.

Graduates of the Bachelor's degree programme Business Administration/Insurance are highly sought-after in the industry. In addition to a comprehensive training in Business Administration for insurance purposes, they graduate with an intimate knowledge of the structures and processes of insurance companies and the legal context in which they operate. The course also focuses on marketing and sales for insurance purposes. The cooperative nature of the degree programme and the general emphasis placed on practical training is rounded off by sales training - all aspects which optimize employability.

Careers
The degree programme prepares its graduates to assume a range of middle management roles in all areas of the insurance industry: insurance companies, intermediaries, brokers and trade associations. This includes the management of departments, divisions, groups or projects, sales areas and agencies. This sector provides a wide range of opportunities; sales professionals act as the specialists for customer interaction, brokerage and sales and can also establish their own agencies. Graduates of this programme can also perform a wide range of further functions such as specialist advisers and claims adjusters and work in marketing and product design.

Degree structure
In addition to a generic Business Administration training (Business and Economics, Accounting, Law etc.) the foundation stage of the degree introduces students to the economic, legal and mathematical principles of the insurance industry and its specialisms. The specialist stage deals with selected issues of the insurance market in greater detail, including Management, (Risk Policy, Financial Management, Invoicing etc.) and Marketing. A further focus of this section is placed on Insurance Marketing in a company and agency context. Students can gather international experience within the scope of the practical phase.

Degree qualification
Bachelor of Arts (B.A.)

Credits (ECTS)
210

Study form
Cooperative studies
Full-time

Standard period of study
6 semesters (with internship)

Language of instruction
German

Campus
Lichtenberg Campus

Commencement
1 October (winter semester)

Admission requirements
• University entrance qualification or an entrance qualification for a University of Applied Sciences
• Study agreement with a partner company

Application
• The application is to be submitted to the partner company:
  www.hwr-berlin.de/firmenlisten
• Detailed information:
  www.hwr-berlin.de/fachbereich-duales-studium/bewerbung

Application period
Up to a year before commencement of study
Business Administration/International Business Administration (cooperative)

Programme description
More than a classical Business Administration degree, students of the degree programme Business Administration/International Business Administration receive practical training in an international industrial context tailored to the specific needs of global industry. Trained in the very specialist and management tasks which they will later be required to perform, graduates of this course are highly sought-after on the employment market.

The opportunity to study or work abroad opens new perspectives for both students and the partner companies in which they work. The successful combination of theory and practice which this degree offers is realized by the provision of the majority of the programme teaching in English. Reading lists also reflect the international orientation of this programme. The specialist work experience gathered at the international interface of a company or between customers and suppliers both at home and abroad mean that graduates of this programme are often employed by the companies in which they have completed their training and are often deployed directly on the international market. A truly global perspective!

An internship semester abroad to prepare for a global career

Careers
Graduates of the Bachelor’s degree programme Business Administration/International Business Administration are trained to perform senior specialist and management tasks with a Business Administration orientation in an international context.

Potential employers include the Marketing and Sales, HR, Controlling and Purchasing and Logistics departments of companies active in the Industrial, Wholesale and Retail and Service sectors.

Degree structure
With a pronounced international focus, the degree programme deals with topics such as Company Internationalization and International Management.

Teaching is provided predominantly in English; students also complete international internships and have the opportunity to complete a semester at one of our international partner institutions.
Programme description
Whether by land, sea or air, industrial products need to be transported from A to B and require the services of a logistics specialist. As one of the most important export economies, Germany is becoming increasingly reliant on the logistics branch and experts to staff it.

Those hoping to work in the growing sector need a talent for organization, a detailed theoretical knowledge of the branch and a deep practical experience of the challenges which they will face. Graduates of this degree programme are equipped with the detailed Business Administration knowledge with which to face the challenges posed by the international environment in which they will work. They also study the selected specialisms pertaining to the planning, management and control of goods and information flows within the logistics chain. Questions of logistics are always considered within the context of market and legal requirements and are applied to the development of logistics strategies to design the programmes and control mechanisms required by each sector. The optimum combination of theory and practice within a cooperative studies degree programme acts as a guarantee for up-to-date practical knowledge and employability.

Careers
The degree course qualifies its graduates to assume a range of commercial and generic management roles in logistics organizations (hauliers, CEP operators, railway companies and airlines and harbour managers etc.) recycling and disposal operators; Management Consultants for the Logistics industry and Transport and Environmental Management companies. Industrial and trading companies also provide a warm welcome to graduates of this programme.

Degree structure
In addition to the comprehensive grounding in the core issues of Business Administration, this degree programme provides the opportunity to focus on the core areas of Logistics and Haulage.

Study and internships abroad can be completed in the fifth theory semester and during the practical phases.
The importance of the Real Estate industry is matched only by its diversity. Accounting for 20 per cent of national income – more than the automobile and machine construction sectors combined – it is of central importance to the world economy. The cooperative studies degree programme Business Administration/Real Estate Management culminating in the internationally-recognized Bachelor of Arts degree qualification seeks to cater to the needs of this core area of economic activity.

In addition to an introduction to Business Administration, this course gives a structured insight into all areas of the Real Estate Management, with a focus on a selection of issues. The programme seeks to prepare its graduates for the increasing demands placed upon its recruits and equip them to perform demanding management roles in the Real Estate branch.

Placing especial focus on the management aspects of Real Estate Investment and Financing, Real Estate Invoicing and Valuation, Real Estate Marketing, Town Planning and Project Development, the degree programme also gives an overview of the whole branch through examining strategic aspects such as portfolio management and Corporate and Public Real Estate Management.

The cooperative structure of the degree programme guarantees the optimal balance between theoretical understanding and practical experience, improving understanding of specific issues and their context. Students of the course work closely with a range of companies, thereby learning the flexibility, creativity and project work skills requisite to employment in the Real Estate branch.

The cooperative studies Bachelor’s degree programme Business Administration/Real Estate Management opens doors in the Real Estate Management sector. With its mix of theoretical and practical training, it prepares its graduates to assume a range of middle management roles in all areas of the Real Estate industry, in particular the management and optimization of a property portfolio, sales, project development, construction and Real Estate consultation.

The modules of this degree programme teach a parity of general Business Administration issues and issues specific to Real Estate. They also touch on related topics in Economics, Private Business Law, Mathematics, Statistics and Business Information Systems.

Study and internships abroad can be completed in the fifth theory semester and during the practical phases.
Business Administration/Service Management (cooperative)

Programme description
A career in the services industry, one of the largest sectors of the European economy, guarantees excellent professional prospects. In Berlin, services make up almost a third of economic activity. The cooperative studies Bachelor’s degree programme Business Administration/Services Management provides a sought-after qualification for employment in an internationally growing field.

Following a balanced approach integrating both theory and practice, students are prepared to assume a demanding management role in a service company. The thorough grounding in Business Administration, practical skills (in Finance and Accounting, HR and Organization, Marketing and Quality and if required, Health Management) and the range of design, service management and evaluation skills taught by this programme equips its graduates for senior specialist and management positions in an international context. The teaching of selected aspects of the course in English, extra language teaching and the opportunity to study abroad provide the best-possible preparation for the requirements of the global economy.

Business Administration (cooperative form) with a focus on services

Careers
The Bachelor’s degree programme Business Administration/Service Management prepares its students for a range of tasks in the international service industry. Graduates often work in Marketing and Sales, Controlling, Accounting, HR, Project Management and Service Operations Management. Those of our graduates seeking to work in the manufacturing sector are well qualified for a material role in support services. The elective »Health Management« opens doors to a management position in the healthcare sector.

Degree structure
Whilst the foundation stage of this programme provides a solid training in the principles and methodology of the service sector, the specialist stage (the fifth and sixth semesters) prepares students for the specific demands of their future employment. Depending on demand, students can also select specific electives tailored to their later career path. The elective »Health Management« prepares students for the specific demands of a role in the healthcare sector.

Study and internships abroad can be completed in the fifth theory semester and during the practical phases.

Degree qualification
Bachelor of Arts (B.A.)

Credits (ECTS)
210

Study form
Cooperative studies
Full-time

Standard period of study
6 semesters (with internship)

Languages of instruction
German and English
Foreign language modules

Campus
Lichtenberg Campus

Commencement
1 October (winter semester)

Admission requirements
• University entrance qualification or an entrance qualification for a University of Applied Sciences
• Study agreement with a partner company
• English language skills: TOEFL iBT (71 pts), TOEFL ITP (500 pts) or ELSA (325 pts)

Application
• The application is to be submitted to the partner company: www.hwr-berlin.de/firmenlisten
• Detailed information: www.hwr-berlin.de/fachbereich-duales-studium/bewerbung

Application period
Up to a year before commencement of study
Business Administration/Taxation and Auditing (cooperative)

Programme description
Rather than fear the tax man, do you look forward to wrestling with the demands of the state? Then the cooperative studies degree programme Business Administration/Taxation and Auditing will fit you like a glove.

Rather than learning formulae by heart, students of this degree programme develop an understanding for the economic and logical context in which taxes are raised, and encouraged to apply theory to develop creative solutions. Trained in a real-world practical context in a range of partner companies, our students discover at first hand the needs of the world of Accounting and Auditing, learning to work in a team to develop creative solutions and sell them to customers.

Having reached a detailed understanding of the various tax forms and the demands of Procedural Tax Law, Financial and Managerial Accounting, Auditing and selected legal issues, graduates of this course are able to apply complicated taxation theory to the practical requirements of demanding everyday situations. Their comprehensive understanding of the nexus of complex macroeconomic issues provides the foundation for a successful career in a range of auditing contexts.

Careers
A solid training in matters of Taxation, Accounting and Business Administration provides a deep foundation for a range of future employment. Graduates of this degree programme are snapped up by the employers in the Accounting and Auditing sectors; they are also highly sought-after by Management Consultancies and the tax departments of large companies.

Following graduation and three years of employment, holders of this degree can qualify as accountants; a fourth year of professional experiences is required to sit the auditing examination. The international orientation of this degree programme qualifies its graduates for a career in an international company context and an international auditing company.

Degree structure
Working on a sound Business Administration foundation, this degree programme focuses on issues of company taxation from a Business Administration perspective; Company Accounting; Financing and Invoicing; and issues of Law. The specialization stage of the degree programme subjects a range of issues to deeper investigation, including Auditing, International Accounting, Transformation Law; and Group Accounting. Students also train Soft Skills and Methodology as well as foreign languages.

Study and internships abroad can be completed in the fifth theory semester and during the practical phases.

Degree qualification
Bachelor of Arts (B.A.)

Credits (ECTS)
210

Study form
Cooperative studies
Full-time

Standard period of study
6 semesters (with internship)

Language of instruction
German

Campus
Lichtenberg Campus

Commencement
1 October (winter semester)

Admission requirements
• University entrance qualification or an entrance qualification for a University of Applied Sciences
• Study agreement with a partner company

Application
• The application is to be submitted to the partner company: www.hwr-berlin.de/firmenlisten
• Detailed information: www.hwr-berlin.de/fachbereich-duales-studium/bewerbung

Application period
Up to a year before commencement of study
Programme description
Are you ready for the wide world of Tourism? The variety and range of opportunities presented by a career in Tourism is reflected in the range of teaching provided in this cooperative studies degree programme. Students of the degree programme Business Administration/Tourism switch between theoretical training and practical phases, whilst concentrating on selected branches in the Tourism sector. Dealing with a range of issues pertinent to both Business Administration and Tourism, they apply their knowledge and skills in specific tourist projects; they usually use their practical training phases as a springboard for a future career.

The cooperative structure of the course is matched by a pronounced focus on internationality; students profit from the in-depth Business Administration and Services Management-oriented foreign language training which they receive. All modules of the degree programme teach a foundational understanding of Business Administration issues with a tourism-specific orientation. This is supplemented by practice-based case studies and projects; excursions to selected companies; the targeted application of English language skills; foundation skills in selected computer systems; and the acquisition of a range of further key skills.

Careers
The position of Germany at the heart of Europe makes it a key tourist destination, which is set to increase. Berlin assumes a key position within Germany’s tourist industry.

This cooperative studies degree programme qualifies its graduates to assume commercial and managerial duties in a range of areas including: Hotel Industry; Travel Agents; State Marketing Agencies; Health and Beauty providers, spa experience providers; Air Passenger Travel; cruise lines; and Leisure and Event Management.

Degree structure
In addition to the main topics of Business Administration (Business Administration, Economics and Accounting, Law etc.), the degree programme teaches subject-specific skills in all areas of the tourism sector: Hotel Management (inc. Accommodation and Leisure Management; Food and Beverage Management); Tour Operator and Travel Agency Management; Business Travel Management (inc. Tourism Management, the principles of Competition Law and Cash Management); Destination Management; and Public Tourism/Health and Beauty (inc. Tourism Policy and projects in the Spa Industry).

Study and internships abroad can be completed in the fifth semester and during the practical phases.
Business Administration/Wholesale and Retail (cooperative)

Programme description
The syllabus of the Bachelor’s degree programme Business Administration/Wholesale and Retail is tailored to the specific requirements and current development of this central sector. Incorporating aspects such as expansion, the development of market-relevant competition strategies, purchasing power/customer-orientation and innovative business models, the programme has responded to developments in the market and the need for specialists in these areas. The advantages conferred by this degree programme are clear: the strong practical relevance of the training which it provides for a quick entry in the wholesale and retail sector.

Equipped with exactly the right mix of skills, knowledge and branch experience required by recruiters, graduates of this programme are snapped up as soon as they enter the market. They are familiar with the structures, processes and legal requirements of their future employers before they even complete the application form. Our partner companies are hand-picked to reflect the complete spectrum of functions in the wholesale and retail sector, thereby providing students with cutting-edge professional experience. All those interested in working in a dynamic sector of the economy characterized by slimline operations using decentralized structures, flat hierarchies and flexible management practices should chose this course.

Careers
Graduates of this degree programme are prepared for management tasks and regularly go on to perform these functions. This includes management of a department, branch or sales division and corporate succession in owner-operated organizations. Our graduates are equipped to perform tasks in a range of sectors ranging from company management, Sales, Purchasing and Sales, Human Resources, Controlling, Marketing and Administrative Management.

Degree structure
Whilst providing its graduates with a thorough grounding in the core areas of Business Administration, the cooperative studies Bachelor’s degree programme Business Administration/Wholesale and Retail also introduces the most recent findings in the Social and Behavioural Sciences relevant to Business Administration. This degree programme represents the gold standard for the Wholesale and Retail branch, equipping its graduates with all skills requisite to professional employment in the sector, producing management all-rounders versed in organization and interdisciplinary operation with the best social and language skills and highest degree of operational flexibility.

Study and internships abroad can be completed in the fifth theory semester and during the practical phases.

Degree qualification
Bachelor of Arts (B.A.)

Credits (ECTS)
210

Study form
Cooperative studies
Full-time

Standard period of study
6 semesters (with internship)

Language of instruction
German

Campus
Lichtenberg Campus

Commencement
1 October (winter semester)

Admission requirements
• University entrance qualification or an entrance qualification for a University of Applied Sciences
• Study agreement with a partner company

Application
• The application is to be submitted to the partner company: www.hwr-berlin.de/firmenlisten
• Detailed information: www.hwr-berlin.de/fachbereich-duales-studium/bewerbung

Application period
Up to a year before commencement of study
Cooperative Studies Programme in Business Administration

Programme description
A cutting-edge Bachelor’s degree programme to prepare yourself for the future. Taught in conjunction with the world-leading Siemens AG, this cooperative studies degree programme Business Administration distinguishes itself from other Business Administration programmes through its innovative teaching model. This is reflected in its leading position in the CHE league table.

The closest-possible combination of theory and practice which the application-based project teaching provides, enables students to apply what they know in a real-world context. Learning in context, comparing their knowledge with other fields and addressing complex questions, students learn to develop new ideas and apply them to the world from which they are drawn. Benefitting from a close working relationship with both teachers and company employees, students are able to understand and evaluate company processes at the point of their implementation. This opens new perspectives on the processing of practical tasks. After studying only seven semesters, students are awarded two qualifications: a Bachelor of Arts and *Industriekaufmann/-frau (IHK)*, thereby increasing their employability.

Study and training in co-operation with Siemens AG

Careers
Working closely with Siemens AG, students start their career with a world-beater on their CV. Regular practice phases provide the best possible preparation for a subsequent career with a globally-active employer. Graduates of this course move into a range of roles including positions along the entire value creation chain (such as Purchasing, Logistics, Service) and Project Management, Accounting/Controlling or HR. With excellent employability ratings, this degree programme also qualifies its students to study on a Master’s degree programme.

Degree structure
The cooperative studies Bachelor’s degree programme Business Administration is made up of alternating phases of study, training and company practice with Siemens AG.

The company-based training culminates after three years in the IHK examination. Students can take the opportunity to complete a six to eight-week internship at a Siemens department abroad.

Degree qualification
Bachelor of Arts (B.A.)
*Industriekaufmann/-frau (IHK)*

Credits (ECTS)
210

Study form
Full-time

Standard period of study
7 semesters (with internship)

Languages of instruction
German and English
Spanish for business purposes and Chinese possible

Campus
Schöneberg Campus

Commencement
1 October (winter semester)

Admission requirements
• University entrance qualification or an entrance qualification for a University of Applied Sciences
• English language skills: Level B2
• Good Mathematics skills
• Grade average: 2.1
• Detailed information: [www.hwr-berlin.de/studium](http://www.hwr-berlin.de/studium)

Application
The application is to be submitted to Siemens AG: [www.siemens.de/ausbildung](http://www.siemens.de/ausbildung)

Application period
Up to a year before commencement of study
Programme description
Economic systems and cycles are highly complex. Those interested in their development and functioning would be well-advised to study the Bachelor’s degree programme Economics. The syllabus is established on a demanding foundation of Business and Economics including quantitative methods and Mathematics for Business and Economics.

The practical teaching phases conducted at the interface between Economics and Politics enable students to develop the necessary cognitive approach which ensures they can meet every challenge. Acquiring both specialist and comprehensive skills and knowledge, students are able to complement them with an application-relevant approach.

The offer of numerous specialist courses taught entirely in English represent the ideal preparation for study abroad or an international internship. Graduates have the best chances to work in international organizations or go on to study for a Master’s degree taught in English.

Economics at the interface between Industry and Government

Careers
The interdisciplinary programme represents the perfect combination of theory and practice, equipping graduates with the skills and knowledge requisite to a stimulating career in government or industry.

The strongly international orientation of the degree programme Economics represents the ideal qualification for tasks in international organizations, companies, institutions, associations and pressure groups. It also qualifies its holder for study on a range of Master’s degrees.

Degree structure
Divided into two parts, the sixth semester is intended for the completion of an internship. Students can also study abroad in Part Two or complete an international internship semester at a range of partner companies.
Entrepreneurship and Corporate Succession

Programme description
Do you have a great idea with potential which you want to realize? You would also like to manage one of the over 100,000 companies in Germany which are looking for qualified successors? Are you already in employment and think that the role of an Entrepreneur is for you? Then the HWR Berlin is the right place to prepare yourself for this future.

The practical training of the Bachelor’s degree programme Entrepreneurship and Corporate Succession has been tailored to preparing its students for an independent business role. Providing a thorough grounding in Business Administration and Economics, the Social Sciences, Law, Statistics, Mathematics and Data Processing, students learn to evaluate and consider the risks and chances involved in business activities. Courses in Strategic Management, Negotiation, Communication and Presentation Techniques help to create the managers of the future.

The degree programme provides future entrepreneurs with the opportunity to combine a high-quality academic education with practice-based learning.

Start a company during your studies

Careers
The focus on self-organization and process-oriented working together with a range of specializations which the degree programme provides trains its students for a later management role, whether in their own company or an existing SME. Tailored to the requirements of SMEs, the syllabus prepares graduates of the programme for management tasks in all branches of Business Administration in over three million SMEs in Germany; it also equips them to lead their own start-up.

Should students not experience immediate success as entrepreneurs or corporate succession, they are also well-qualified for a career in an independent company.

The Bachelor’s degree also qualifies graduates for subsequent study on a later Master’s degree programme.

Degree structure
The degree programme Entrepreneurship and Corporate Succession has a standard period of study of six or eight semesters; students can take classes in the day time, evening or study in a Blended Learning experience. The close collaboration with the HWR Business Incubation Center and the Berlin start-up scene is a central part of the degree programme.

Degree qualification
Bachelor of Arts (B.A.)

Credits (ECTS)
180

Study form
Full-time
Part-time

Standard period of study
6 semesters [Full-time]
8 semesters [Part-time]

Languages of instruction
German and English

Campus
Schöneberg Campus

Commencement
1 October (winter semester)

Admission requirements
• University entrance qualification or an entrance qualification for a University of Applied Sciences
• Detailed information: www.hwr-berlin.de/studium

Application
Application procedure and required documents: www.hwr-berlin.de/studium

Application period
1 June – 15 July
International Business Administration Exchange

Programme description
International know-how and experience is becoming ever-more important in our increasingly globalized world. Companies expect their employees to not only understand the central issues of Business Administration and Management, but to have a range of soft skills such as intercultural competence.

Those seeking to study global Business Administration and later work in a Management, Controlling, HR or Marketing role within an internationally-active company could do no better than to study this Bachelor’s degree programme. Taught together with a number of partner universities in countries such as France, Great Britain, Spain, Brazil and Argentina, the HWR Berlin enables its students to achieve both a German Bachelor’s degree in Business Administration and a degree from the partner institution.

Study for a global future: the fifth and sixth semester of this degree programme is spent at the partner university of the student’s choice. The compulsory internship semester is also completed abroad or within an international company.

» Pursue an international career with a dual award programme

Careers
The Bachelor’s degree programme International Business Administration Exchange represents the perfect preparation for a career in a global context and qualifies its holders to assume a role in Marketing, Management, Financing and Invoicing, HR and Organization, Taxes, Advertising and Communication.

Degree structure
The first four semesters are spent at the HWR Berlin; semester five and six at a partner university in accordance with an agreed plan of study. The application process for study abroad begins in the third semester.

Degree qualification
Bachelor of Arts (B.A.)

Credits (ECTS)
240

Study form
Full-time

Standard period of study
8 semesters (inc. compulsory study abroad and an internship semester in a foreign country)

Languages of instruction
German and English
The national language of the respective partner university if necessary

Campus
Schöneberg Campus

Commencement
1 October (winter semester)

Admission requirements
• University entrance qualification or an entrance qualification for a University of Applied Sciences
• English language skills: Level B2
• Detailed information:
  www.hwr-berlin.de/studium

Application
Application procedure and required documents:
www.hwr-berlin.de/studium

Application period
1 June – 15 July
International Business Management

Programme description
The Bachelor’s degree programme International Business Management prepares its graduates for management tasks in a range of internationally networked markets. Employers in this sector require an ever-increasing supply of specialized graduates who are able to apply their expertise to management processes, working in a flexible, efficient, reliable and ethical fashion in order to create synergies and experience success.

This degree programme is tailored to the needs of industry. Taught entirely in English, it provides its graduates with a classical and thorough Business Administration training with an international and intercultural orientation. Graduates can move seamlessly into a demanding position in the international economy. The degree programme includes two semesters at one of our 160 international partner universities and a compulsory internship semester which can also be completed abroad.

The degree programme also teaches a range of soft skills (such as Self-Organization, Foreign Languages) and IT training.

International and practical: international study and an internship

Careers
This degree is the perfect choice for an international career. Graduates of this degree programme work in both strategic and operative management, especially in the areas of Marketing, Finance, Accounting, HR, Organizational Design, Supply Chain Management and Operations Management.

Degree structure
The Bachelor’s degree programme combines the classical aspects of a Business Administration degree programme with an examination of international and intercultural issues. The entire degree programme is taught in English. Part One of the degree is spent at the HWR Berlin as part of an international study group.

Students are required to complete two semesters abroad and an internship semester either abroad or in an internationally-active company in Part Two.

Degree qualification
Bachelor of Arts (B.A.)

Credits (ECTS)
240

Study form
Full-time

Standard period of study
8 semesters

Language of instruction
English

Campus
Schöneberg Campus

Commencement
1 April (summer semester)
1 October (winter semester)

Admission requirements
• University entrance qualification or an entrance qualification for a University of Applied Sciences
• English language skills: Level B2
• Basic knowledge of a second foreign language
• Detailed information: www.hwr-berlin.de/studium

Application
Application procedure and required documents: www.hwr-berlin.de/studium

Application period
• Winter semester: 1 June – 15 July
• Summer semester: 1 December – 15 January
International Management

Programme description
Are you interested in both French language and culture and Business Administration? Would you like to pursue a career in Management, Controlling, Human Resources or in the Marketing department of an internationally-active company? The German-French Bachelor’s degree programme International Management equips you with the requisite know-how to do just this!

Provided in cooperation between the HWR Berlin and the École Supérieure du Commerce Extérieur (ESCE), Paris and taught at both institutions, this bi-national consecutive (Bachelor’s and Master’s) degree programme seeks to promote bilingual learning in an international and intercultural environment. It qualifies its holders for a career in the global market. The high priority accorded in this degree programme to the interaction between theory and practice and its Franco-German component make it highly unusual. Students first immerse themselves in the practical requirements of international management through the practical phase of the degree programme.

Whilst German students are placed in a Francophone environment, French students go to work in Germany. Students graduate after seven semesters with a dual award Bachelor’s degree from both institutions. A further three semesters of study leads to the dual award Master’s degree.

German-French Bachelor’s and Master’s degree programme

Careers
The international orientation of the multi-lingual degree course, attuned in its practice-orientation to the realities of Germany and France, confers excellent employment prospects on its graduates, especially in companies active in an international context. Students are well-equipped to work in the areas in which they received their training; this often influences their later career path.

Degree structure
This bi-national degree programme is provided as a combined Bachelor’s/ Master’s degree programme which does not permit transfer. The course begins in the first semester (Bachelor’s programme) and ends in the tenth semester (Master’s degree programme).

Part One of the Bachelor’s degree programme comprises four semesters; three semesters are required to complete Part Two. The three-semester Master’s component follows seamlessly. The first year is taught at the student’s home institution; the second year is taught in Paris. The internship semester is taught in the fifth semester. German students are to spend this time in France or another francophone country. The French students of this course complete their internship in Germany. The sixth and seventh semesters are taught in Berlin. The eighth semester is taught in Berlin, semester nine in Paris and the final semester either in Berlin or Paris.

Degree qualification
Bachelor of Arts (B.A.)
Master of Arts (M.A.)/
Grade de Master

Credits (ECTS)
B.A.: 210 / M.A.: 90

Study form
Full-time

Standard period of study
B.A.: 7 semesters (inc. internship semester)
M.A.: 3 semesters

Languages of instruction
HWR Berlin: German, English
ESCE Paris: French, English

Campus
Schöneberg Campus

Commencement
Mid September

Admission requirements
• University entrance qualification
  or an entrance qualification for a University of Applied Sciences
• English language skills: Level B2
• French language skills: Level B2
• Detailed information: www.hwr-berlin.de/studium

Application
Application procedure and required documents: www.hwr-berlin.de/studium

Application period
• 1 April – 31 May (with German university entrance qualification)
• 1 April – 10 May (with non-German university entrance qualification)
Law
Administration of Justice

Programme description

Rechtspfleger work in a court or prosecuting context to take independent legal decisions. Their decisions are subject only to the demands of the Law. They perform a range of tasks defined by the government such as foreclosure and sequestration proceedings, land registry tasks, enforcement proceedings and the assessment of costs.

The preparatory service for a career in the Senior Justice Service equips its personnel with an understanding of the legal, social and political contexts in which they will work and confers all the requisite knowledge and experience to take independent decisions. The degree qualification Diplom-Rechtspfleger/in (FH) is awarded following the completion of a pass in the final thesis.

Study as a paid civil servant, the optimal combination of theory and practice and the excellent career prospects for which graduates can aspire to, makes the degree course one of the most popular in Germany.

Civil servant with magistracy functions

Careers

The wide range of responsibilities which the career Rechtspfleger/in brings (involving fields such as Composition, Insolvency, Guardianship and Enforcement) makes it a highly interesting and diverse occupation.

Degree structure

The degree programme is structured in four parts. Part One (Theory) is studied in fourteen months; this is followed by a ten-month practical phase. Parts Three and Four are themselves followed by a further six-month theoretical and practical phase. Admission to the degree programme confers the status of temporary Civil Servant and candidate Rechtspfleger/in. The preparation service is completed with the Laufbahnprüfung.

Degree qualification

Laufbahnprüfung
Diplom-Rechtspfleger/in

Study form

Full-time

Standard period of study

3 years
plus 3 months examinations

Language of instruction

German

Campus

Lichtenberg Campus

Commencement

1 October (winter semester)

Admission requirements

• University entrance qualification or an entrance qualification for a University of Applied Sciences
• German nationality as defined by Article 116 GG, § 7 BeamStG
• Detailed information: www.hwr-berlin.de/studium

Application

The application is to be submitted to the state recruitment authority: Kammergericht Berlin, Brandenburgisches Oberlandesgericht or Oberlandesgericht Naumburg.

Application period

The deadline is usually in the December of the previous year.
Business Law

Programme description
Modern commercial activity combines a high level of mobility, structural change, competitiveness, varied customer needs, changing social values and complex legal regulation. Specific legal issues can only be resolved by expert personnel; this means that commercial decisions must be taken by those with a background in more than Business Administration. As company management requires the application of a high level of Business Administration understanding, employers are increasingly demanding recruits with knowledge and skills in both fields.

The Bachelor’s degree programme Business Law seeks to cater to this need, combining aspects of both Law and Business Administration to equip its graduates for a career in the senior management of companies and commercial associations. The qualification is rounded off by training in the Social Sciences, Economics, Quantitative Methods and foreign languages; subject-specific key qualifications impart skills relevant to a professional setting and provide an insight into areas in which the students hope to launch their careers. Students also have the opportunity to complete an internship semester in an international context, which provides them with valuable experience in areas in which they later hope to perform specialist and managerial tasks in a range of commercial and institutional settings.

Business and Economics with a legal focus

Careers
Located at the interface of Business Administration and Law, this degree programme opens doors in a range of commercial areas, whether in a traditional company setting or in roles dealing with legal issues in a commercial context. Graduates from this programme are highly sought after in HR and legal and compliance departments, in a contract management setting. Banks, insurance companies, Management Consultancies, trade associations and foundations also profit from their unique expertise.

Graduates of this programme also study on a range of post-graduate courses, including the Consecutive Master’s degree programme Business Law in an International Context taught at the HWR Berlin.

Degree structure
The Bachelor’s degree programme Business Law has a standard period of study of seven semesters. Part One of the degree programme covers three semesters; Part Two comprises four semesters. The sixth semester is reserved for the compulsory internship which can also be completed abroad. The practical aspects of the training enable students to apply their theoretical understanding of a range of issues and methods in a practical environment.

Degree qualification
Bachelor of Laws (LL.B.)

Credits (ECTS)
210

Study form
Full-time

Standard period of study
7 semesters (inc. compulsory internship semester)

Languages of instruction
German and English

Campus
Schöneberg Campus

Commencement
1 April (summer semester)
1 October (winter semester)

Admission requirements
• University entrance qualification or an entrance qualification for a University of Applied Sciences
• English language skills: Level B1
• Detailed information: www.hwr-berlin.de/studium

Application
Application procedure and required documents: www.hwr-berlin.de/studium

Application period
• Winter semester:
  1 June – 15 July
• Summer semester:
  1 December – 15 January
Company Law

Programme description
Legal expertise for industry. All companies, whatever their size, are required to deal with the often-complex legal framework regulating their business operations and need trained experts to do so. As a result, legal expertise is highly sought after by recruiters for companies, legal chambers and Management Consultancies.

The Bachelor’s degree programme Company Law places an interdisciplinary focus on Law, Business and Economics. Its graduates not only have a grounded legal training, but an in-depth familiarity with the Business Administration aspects of company operations. They learn the academic working practices requisite to the goal-oriented solution of legal problems, thereby enabling them to realize the Business aims of a company within a legal context.

» Complete a university degree qualifying its holder for professional entry in Law in only 3 ½ years

Careers
The degree qualifies its graduates for tasks in public administration and the private sector. Potential employers include both SMEs and larger companies with a dedicated legal department. Possible fields of employment include Banking, Insurance, Insolvency Administration, Accounting, Management Consultancy, Debt Collection, Energy Companies, Real Estate Management, Public Administration, Municipal Administration and Church Administration.

Degree structure
The degree programme is structured into 29 modules. The first two semesters focus on the basic legal and Business Administration aspects of the programme; this provides a foundation on which students can develop their own specialization, instructed to the highest academic standards. The fifth and seventh semesters are dedicated to a three-month internship, which can also be completed abroad.
Law (Ius)

Programme description
The three-year degree programme Law (LL.B.) is the only general LL.B. degree programme taught at the HWR Berlin. With a focus on the Legal Sciences, holders of this degree are qualified to perform the complete spectrum of senior legal tasks in the private, public and not-for-profit sector which do not require a German State Examination. Modules in Economics, Administration, Political Science and Social Sciences round off the teaching of the course. The study incorporates a six-month internship and is completed with a three-month Bachelor’s thesis and an oral examination.

In addition to the legal skills taught within the scope of this course, students graduate from the degree programme with an understanding of and skills in Business and Economics, Administration, Political Science and a range of Social Sciences. The legal issues dealt with in the programme focus on Civil Law, Criminal Law, Constitutional Law, EU Law, Commercial and Business Law and Administrative Law. Graduates also develop an understanding of the principles of the Rule of Procedure involved in these areas of Law. They are able to subject situations to legal analysis and discuss them in English. The degree programme imparts all the communication and social skills requisite for the tasks which its graduates will be entrusted.

A Law degree programme providing access to a civil service career

Careers
The degree programme prepares its graduates for all practical areas of legal administration which do not require a German State Examination. This includes roles in Senior Public Administration, Project Management, Mediation and Management functions.

These roles are usually found in the core areas of Law: the public and private sectors and national and international institutions. Graduates often work in non-court tasks dealing with Civil Law, Criminal Law and Public Law.

Degree structure
The standard period of study covers a period of six semesters; the degree programme is modularized. Students complete an internship in the fourth semester. Holders of a Bachelor’s degree in Law are qualified for admission to a Master of Laws (LL.M.) degree programme. Alternatively, the Law related modules of their Bachelor’s degree programme can be recognized within the scope of further Law degrees.
Administrative Science
Public Administration

Programme description
Modern public administrations dealing with the public seek to provide a responsive service fulfilling legal requirements and catering to public convenience. The Bachelor’s degree programme Public Administration employs a mixture of lectures, seminars, projects and internships to impart the theoretical knowledge and practical experience necessary to develop good judgement in a range of situations.

Graduates of this degree programme benefit from a range of advantages: a Laufbahnbefähigung for the senior non-technical Civil Service without Trainee Programme; universal professional deployment; a high degree of interdisciplinarity; and the best-possible future prospects in the context of the wide range of tasks presented by a dynamic urban region. The interdisciplinary and practical training with clear legal focus and demanding internship phases guarantee that our graduates know everything and will have experienced everything that they will need for their subsequent careers in the senior administrative sector, middle management level and the Laufbahnbefähigung.

Career perspective: senior civil servant

Careers
The Bachelor’s degree programme qualifies its graduates to enter the Higher Public Administration of a German State or a Federal Authority. Our graduates also work in the not-for-profit sector and public and private companies working with the state sector. The Legal, Economics and Social Science orientation of the degree programme enables its graduates to switch between the public and private sectors.

Degree structure
With Laufbahnbefähigung: The degree programme is taught over seven semesters, incorporating two compulsory internships in the third and sixth semesters (210 ECTS).
Express study: The degree programme can also be completed in six semesters with Laufbahnanerkennung. The internships are completed in the third semester and also between semesters (210 ECTS).
Without Laufbahnbefähigung: The degree programme is taught over six semesters. A compulsory internship is taught in the third semester (180 ECTS).

Degree qualification
Bachelor of Arts (B.A.)
Credits (ECTS)
210 (with Laufbahnbefähigung)
180 (without Laufbahnbefähigung)
Study form
Full-time
Standard period of study
6 or 7 semesters
Languages of instruction
German
1 module taught in English
Campus
Lichtenberg Campus
Commencement
1 October (winter semester)
Admission requirements
• University entrance qualification
  or an entrance qualification for a University of Applied Sciences
• Detailed information:
  www.hwr-berlin.de/studium
Application
Application procedure and required documents:
www.hwr-berlin.de/studium
Application period
1 June – 15 July
Public Administration Informatics

Programme description
Modern administrations have developed into complex organizations. Members of the public expect an efficient and responsive service which take full advantage of IT. The need to modernize the public service infrastructure has engendered a recruitment drive for those qualified to work to close legal and administrative specifications to design, prepare and implement IT solutions.

Seeking to cater to this personnel need, the degree programme Public Administration Informatics has tailored its syllabus to incorporate the various IT and Business Administration issues involved in modern administrative processes, based on an understanding of the legal, political, administrative and Social Science context. Students of this degree programme spend a considerable time practising their newly-acquired knowledge and skills in a practical context.

Provided in collaboration with the actors of the public, private and not-for-profit sectors, students benefit from the use of cutting-edge IT applications and the practical experience which the programme gives them. This provides the best possible start to a career in both the public and private sector or the Not-For-Profit sector. The degree programme fulfils the requirements for a career as a German Civil Servant in the 2 Laufbahngruppe, 1 Einstiegsamt (gehobener allgemeiner nichttechnischer Verwaltungsdienst) with a prior Trainee Programme or other practical experience. Take part in forming the administrative architecture of tomorrow’s public service!

Your perspective: a career in the senior civil service

Careers
Graduates of the course are qualified to assume challenging positions (including management roles) associated with the design of IT solutions in the public sector. Students choose to specialize in either the administrative or IT-related sphere. Our graduates go on to careers in public administrations, the private sector (e.g. private companies working together with state organizations) and Not-For-Profit companies.

Degree structure
The foundation stage teaches the principles of Public Administration and IT. Further semesters will integrate the knowledge and skills taught into an overview.

An internship (minimum 21 weeks and with completed in an area related to the planning, development or implementation of IT applications in a Public Administration of Not-For-Profit context) is to be completed in the sixth semester.
Public and Nonprofit Management

Programme description
The increasingly complex nature of public tasks has led to responsibility for their completion being shared by a range of bodies: Public Administrations, Not-for-Profit Organizations and public companies. Not only have the tasks become more complex, but expectations have risen as to the quality of the service. Changing contexts require a new generation of managers with specialist knowledge in Public and Not-For-Profit Management; they need to understand the workings of local government and state administration whilst anticipating the political, economic, legal and social effects of their decisions.

Seeking to meet the need of the employment market, the HWR Berlin has teamed up with the HTW Berlin to provide the interdisciplinary Business Administration Bachelor’s degree programme Public and Nonprofit Management. Seeking to introduce its students to the complex matters which they will later face, this course generates a learning experience which switches rapidly between various topics within an interdisciplinary context. As such, students deal with issues drawn from the areas of Politics, Law, the Social Sciences and the Public and Not-For-Profit sector.

Students also have the opportunity to complete Business English training and achieve a language qualification; They can also study abroad and complete international internships.

Careers
Graduates of this degree programme can perform a range of operative specialist and management tasks in the following areas: Public Administration (e.g. state organizations and municipal administrations), public companies, Not-For-Profit Organizations and private companies which deal closely with the public sector.

Graduates of this programme can work in Organizational Design; Human Resources Management; the Controlling and Reporting sector; Procurement and Logistics; the Finance Industry; Accounting; and Information and Communications Technology.

Degree structure
The first three semesters focus on foundation issues; the fourth and fifth semesters focus on three possible specializations (Controlling and Financial Management; Marketing and Human Resources and Organization) as electives. The sixth semester is dedicated to a twelve-weeks internship followed by the Bachelor’s thesis and final colloquium.

The degree programme incorporates a number of projects as well as the practice study module, during which students complete a mini project in co-operation with a number of partner companies.
Computer Science
Programme description
Business Information Systems professionals are required to develop and manage complex economic and business processes. IT and Telecommunications are becoming ever-more integrated and in doing so, ensure the success of major industries. This increases industry requirements for qualified recruits able to work in the interface between Business Administration and IT and respond to its changing requirements.

As a mediator between development and application, those working in this area are required to combine the principles of Business Information Systems, Business Administration, the Social Sciences, Law and Economics, whilst being able to work as part of a team. They develop solutions central to company decision-making, provide services to applications companies and provide advice in questions of Information Processing and Communication.

The HWR Berlin has incorporated a wide range of co-operation partners into the provision of an interdisciplinary, practice-related and international degree course.

Careers
Graduates of the degree programme Business Information Systems are awarded an internationally-recognized Bachelor of Science (BSc) degree which qualifies the holder to study on a Master’s degree programme. They find employment in positions of responsibility in companies and organizations involved in various development tasks such as Web Development, Software Programming or the development and further development of applications. They are also warmly received in areas involved in the conception, planning, implementation and management of complex IT projects supporting a range of company processes such as Application Developers, Application System Advisers, or IT Managers.

Degree structure
Part One of the degree programme covers three semesters (foundation stage); Part Two (advanced study) comprises four semesters. The teaching of these two parts are supplemented by further subjects taught in English. The sixth semester is an internship semester. The last semester is dedicated to the Bachelor’s thesis.

Mobility windows are integrated into the degree programme to enable students to study abroad without losing any time.
Business Information Systems (cooperative)

Programme description
Managing – Designing – Optimizing – Communicating: these are the core skills of a Business Information Systems expert. If you enjoy working flexibly and collaboratively as part of a team to develop solutions to concrete problems, then this is the right degree programme for you.

These skills are refined through the cooperative structure of the degree programme Business Information Systems. Working with Software developers, IT service providers and company IT departments in the practical phases of the programme, students benefit from the expertise of the staff of our partner companies. The combination of Business Administration and Computer Science and the problem-solving approach learnt through communicative team work lays the foundations for subsequent professional success.

Graduates of the degree programme Business Information Systems progress to assume management positions in all forms of companies and public organizations needing to manage information processes. They analyse company and wider commercial business processes and identify the development potential for the use of Information and Communications Technology.

Careers
In addition to a career in a commercial IT context, our graduates also find employment in Management, Sales, Controlling and Project Management. When employed in IT companies, they often work in the Development, Support or Consulting sectors.

Business Information Systems experts also work in the conception, planning, implementation and management of complex IT projects supporting company processes. Business Information Systems experts can be deployed as system and application specialists for company Information Systems, and project and information managers or junior Management Consultants with a specialism in IT.

Degree structure
The compact degree programme introduces its students to the areas in which they will later work within the scope of six practical modules. The interdisciplinary nature of Business Information Systems has led to the structuring of this degree programme into its Business and Economics, IT and Business Information Systems sections. Specialist modules include Software Engineering, IT-Management, Business Process Modelling and the Design of larger application systems.

Students can study at a university abroad during the fifth semester.

Degree qualification
Bachelor of Sciences (B.Sc.)

Credits (ECTS)
210

Study form
Cooperative studies
Full-time

Standard period of study
6 semesters (with internship)

Language of instruction
German

Campus
Lichtenberg Campus

Commencement
1 October (winter semester)

Admission requirements
• University entrance qualification or an entrance qualification for a University of Applied Sciences
• Study agreement with a partner company

Application
• The application is to be submitted to the partner company:
  www.hwr-berlin.de/firmenlisten
• Detailed information:
  www.hwr-berlin.de/fachbereich-duales-studium/bewerbung

Application period
Up to a year before commencement of study
Computer Science (cooperative)

Programme description
Computer Science is about far more than just computers. Analysis, development, system integration and maintenance: the tasks of a Computer Scientist are many and varied. Indeed, they involve responsibilities which are decisive to the functioning of almost all areas of society. Seeking to prepare them for the complex and varied challenges which they will face, the cooperative studies Bachelor’s degree programme Computer Science deploys its students in project work from the onset of their degree: they are led through the solution-finding process in a step-by-step fashion. In addition to well-grounded subject expertise, students need to be able to work in a team and be in possession of well-developed communication skills in order to be able to engage with end users.

The wide range of potential tasks which a graduate of this course may be required to master, means that we have developed a wide range of industry contacts who we integrate in the teaching and practical experience phases of the degree programme. Deployed in these companies, students are able to learn important prioritization skills, gather creative insights and work on challenging projects.

Careers
This combined studies approach provides the ultimate preparation for a successful later career in Software Development and System Administration. Some 60 per cent of value creation in the Aeronautical development sector is due to Software and Communications Technology. In the Automobile industry, this figure amounts to 90 per cent.

Graduates of this course predominantly find employment in the development departments of Software companies; IT service providers; and internal company IT departments.

Degree structure
In addition to comprehensive programming and software engineering practice, the foundation stage teaches its students the mathematical, theoretical and technical principles of Computer Science. They are also introduced to a range of interdisciplinary issues related to Computer Science, such as aspects of Law, Sociology and Business Administration.

In the advanced study period, students study selected aspects of Computer Science such as Operating Systems, Databases and Networks in greater depth. They can also choose from a range of electives from the areas Graphics/Multimedia, Artificial Intelligence and Mobile Systems.

Students learn to work both independently and as part of a team; they are deployed in real-life company projects, working under the supervision of the teaching staff.
Engineering
Business Engineering in Environmental Science

Programme description
Sustainability encompasses actions such as stopping climate change, developing and implementing innovative power-generation concepts, reducing pollution, providing clean drinking water and conserving natural resources. In short, it means addressing a range of social, economic and technological challenges to cater for the needs of the current population without endangering the chances of future generations. Moreover, its realization needs qualified experts to design and implement the processes involved.

The interdisciplinary degree programme incorporates this holistic approach in its syllabus. The Beuth University of Applied Sciences and the HWR Berlin have joined together to provide a Bachelor’s degree programme which reflects the expertise of both institutions. Focussing on Environmental and Sustainable Management and Environmental and Process Engineering, we have developed a high-quality programme which combines the principles of Engineering and Economic Sciences with a wider field of view (e.g. Environmental Engineering and Renewable energies, Sustainable Operations and Company Environmental Management) and a range of key skills. The programme includes a practical phase and permits students to spend a semester at one of our international partner universities. After all, the Environment and Sustainability are global topics.

Work on the energy revolution to institute the sustainable revolution

Careers
Graduates proficient in a combination of Economics and Engineering are highly sought-after on the employment market, both in small start-ups, SMEs, Management Consultancies and NGOs. Graduates of this course often progress to positions of responsibility in the Energy sector; strategic and practical Product and Facility Design; the Resource, Waste and Production Management sector; the Commercial Environmental, Work Safety and Quality Management sector; and Commercial and Consumer advisory services.

Degree structure
The programme is structured into a four-semester foundation course and a three-semester specialization phase. After a combined Business Administration and technical-based training, students then study a number of central issues in greater detail whilst choosing to specialize in Economics or technical issues.

The foundation course is divided equally between the HWR Berlin and the Beuth University of Applied Sciences.

Degree qualification
Bachelor of Engineering (B.Eng.)

Credits (ECTS)
210

Study form
Full-time

Standard period of study
7 semesters [inc. compulsory Internship semester]

Language of instruction
German

Campus
Schöneberg Campus

Commencement
1 October (winter semester)

Admission requirements
• University entrance qualification or an entrance qualification for a University of Applied Sciences
• 13-week technical preliminary internship
• Detailed information: www.beuth-hochschule.de/b-wiu

Application
The application is to be submitted to the Beuth University of Applied Sciences:
www.beuth-hochschule.de/b-wiu

Application period
• 15 April – 15 July (with German university entrance qualification)
• 15 April – 15 June (with non-German university entrance qualification)
Civil Engineering (cooperative)

Programme description
Whether flats, factories, museum and theatres, schools, roads, tunnels, airports or offshore wind parks, the work of Civil Engineers exercises a key influence on our world. Construction is a key aspect of value creation involving investment and commercial challenges, and it has a lasting impact on our built environment. Civil engineers are involved in all three levels: as planners, construction managers or town planners.

This cooperative studies degree programme seeks to train specialists for all three tasks. Placing the central priority on providing well-grounded training in the fundamentals of the subject, the degree programme also seeks to enable students to develop the methodological and social skills requisite for a demanding profession. As such, it ensures regular practical phases in Civil Engineering companies.

Engineering with an operational focus

Careers
Civil Engineers are employed in a range of positions: engineering companies, planning and construction companies, construction and project management companies, building services providers and public administrations. This degree qualification corresponds to the earlier Diplom-Ingenieur (FH).

Degree structure
The first four semesters focus on the foundation courses Mathematics, Mechanics, Structural Design, Building Physics and Construction Materials. Later in the programme, students can develop specialisms in Support Structures, Structural Engineering, Civil Engineering Geology and Water, Traffic and Environmental Sciences. The fourth and fifth semesters focus on interdisciplinary projects which deal with selected issues from a practice setting; these can provide inspiration for the final thesis.

Degree qualification
Bachelor of Engineering (B.Eng.)

Credits (ECTS)
210

Study form
Cooperative studies
Full-time

Standard period of study
6 semesters (with internship)

Language of instruction
German

Campus
Lichtenberg Campus

Commencement
1 October (winter semester)

Admission requirements
• University entrance qualification or an entrance qualification for a University of Applied Sciences
• Study agreement with a partner company

Application
• The application is to be submitted to the partner company:
  www.hwr-berlin.de/firmenlisten
• Detailed information:
  www.hwr-berlin.de/fachbereich-duales-studium/bewerbung

Application period
Up to a year before commencement of study
Electrical Engineering (cooperative)

Programme description
Electrical Engineers are required to find the best solutions to complex technical challenges. Requiring flexibility and knowledge across a wide range of areas, they need to adapt to a variety of changing situations. They use their expertise and creativity to implement solutions in numerous projects, whether in energy and water supply, the railway industry, the healthcare sector or productive industry. Nothing moves or gets done without Electrical Engineering.

In view of this situation, our graduates need a highly comprehensive skills-set and knowledge-base, which we impart through a combination of theoretical and practical training. We work together with a range of companies drawn from a number of areas within the industry, thereby giving our students a comprehensive insight into the area in which they will later specialize. In addition to the skills gathered in the practical phase, students on this programme develop a range of further interdisciplinary and social skills which equip them for the demands of everyday working life.

The cooperative studies structure of this degree programme brings the best-possible combination of theoretical knowledge and practical skills joined together in a company context.

Careers
Graduates of this programme usually find employment in the companies in which they were trained; they can also be deployed in a range of further branches such as energy and water supply, the rolling stock industry, the healthcare sector or specialist automated production.

They work as development and project engineers, engaged in the design and production of systems from the assembly of components, devices and software to form user-specific complete systems.

Degree structure
The first three semesters focus on the principles of Electrical Engineering, Mathematics, IT and Business Administration; the second half of the programme deals with Power Electronics, Control Technology, Electrical Drive Technology, Product Development, Renewable Energies and Project and Quality Management. The programme also touches on the principles of Automation and Electricity Generation, which are offered as electives in the fourth semester and continued in the fifth and sixth semesters. Following two study projects in the fourth and fifth semesters, the final thesis is written in the practical phase of the sixth semester.

Degree qualification
Bachelor of Engineering (B.Eng.)

Credits (ECTS)
210

Study form
Cooperative studies
Full-time

Standard period of study
6 semesters (with internship)

Language of instruction
German

Campus
Lichtenberg Campus

Commencement
1 October (winter semester)

Admission requirements
- University entrance qualification or an entrance qualification for a University of Applied Sciences
- Study agreement with a partner company

Application
- The application is to be submitted to the partner company: www.hwr-berlin.de/firmenlisten
- Detailed information: www.hwr-berlin.de/fachbereich-duales-studium/bewerbung

Application period
Up to a year before commencement of study
Mechanical Engineering (cooperative)

Programme description
Machine Construction is one of the central pillars of the German economy. The traditional image of Machine Construction Engineers beavering away in isolation at the drawing board has outlived reality; today’s industry is a globally-networked and increasingly digitalized organization attuned to the needs of their customers. The constantly growing set of challenges facing the branch – flexibility, innovation and responsiveness – translate into the requirements placed on recruits. In addition to specialist expertise, modern day engineering graduates need the methodological, personal and social skills requisite to facing the challenges of today and tomorrow.

In response, the HWR Berlin has developed the cooperative studies degree programme Mechanical Engineering to meet the needs of modern industry. Working in close collaboration with a range of partner companies, we provide students with the opportunity to apply their knowledge in a practical context, thereby graduating ready for the world of work. The alternating theoretical training and practical phases enable the students to move between a range of specialisms to provide a well-grounded overview of their chosen profession.

Careers
Once on the employment market, our graduates are able to deploy a flexible response to the many and various challenges with which they are presented. These can range from service provision over development and design up to manufacturing planning and organization. They are also called upon to perform a range of management tasks.

Working in planning offices, small and medium suppliers and internationally-active companies, our graduates find employment in a variety of branches ranging from Automotive Manufacturing to Machine Construction and Medical Technology.

Degree structure
Part One of the degree programme focuses on the Principles of Mathematics and Mechanics as well as providing an overview of Machine Construction: Manufacturing Processes; the Principles of Design; Technical Drawing; and Materials Science.

Part Two of the degree mixes a range of specializations (e.g. Production Systems and Production Management; Design Methods) with interdisciplinary subjects (e.g. Business Administration, Quality and Project Management) and example specializations (e.g. Measurement and Control Engineering and Renewable Energies) with a close association to Engineering practice.
Technical Facility Management (cooperative)

Programme description
Do you combine an interest in technology with a passion for getting things done? Technical Facility Management (TFM) could be the perfect outlet for your energies. Facility Management deals with the issues surrounding human productivity and the methods of supporting people at their workplace. Adopting a holistic approach, TFM seeks to provide an integrated response to the various challenges presented, whilst seeking the best possible approach to optimizing human productivity.

In addition to a technical talent, you will need a head for numbers and an interest in sustainability to operate, maintain and improve facilities. Graduates of this degree programme are able to manage processes in such a way as to guarantee productivity improvements, the best use of resources and reduce the environmental impact of building use.

We train engineers with an understanding of both technology and Business Administration, qualified to assume middle management positions in TFM and lead projects in Building Operation, Maintenance and Energy Management.

TFM for energy-efficient and sustainable building operations

Careers
Technical Facility managers are needed wherever processes are required to support core operations. This can include a range of areas including Automobile Manufacture, Airport Management, Hospital Operation or Banking. Graduates of this programme are employed by Real Estate owners (airports, local government, Real Estate companies) Facility Management service providers and companies which both build and operate facilities.

Degree structure
Following a foundation stage dealing with a range of Mathematics and Scientific issues, the technical section of the degree programme addresses a range of issues such as Building Construction, Technical Equipment and Energy Management. This is combined with modules in Facility Management and Business Administration. The programme combines all these topics into the interdisciplinary conception of the sustainable construction and operation of facilities. Electives include Occupational Safety, Industrial and Organisational Psychology, Fire Protection and Digitalization in Facility Management.
Police and Security Management
Higher Police Service

Programme description
The job of policing Berlin is as exciting and varied as the city itself. Perhaps the best reason to join the Berlin Police. The internal cooperative studies Bachelor’s degree programme Higher Police Service in the areas of uniformed Police, Criminal Investigation Department and Commercial Policing (Gewerbeaußen-dienst) is an interdisciplinary course of instruction combining elements from Police Studies, the Legal Sciences and the Social Sciences.

The degree programme is characterized by a rigorous academic approach, the range of the training it offers and a practical focus. Its students study the development of risks and the methods for their prevention and control. They are given training in how to recognize and deal with dangerous situations and develop an in-depth understanding of a range of social issues and police action.

Working within a range of theoretical and practical contexts, students of this course acquire the necessary knowledge and skills which qualify them to work independently to perform the tasks required by Higher Police Service.

Varied, modern and attractive:
Working for the Berlin Police

Careers
This Bachelor of Arts qualification qualifies its holder for the Higher Police Service. Graduates will start work with the uniformed Police. The first posting to the CID is to a crime prevention department at a local police station.

Degree structure
The Bachelor’s degree programme is structured into topical modules. The full-time degree programme is spread across six semesters and involves a number of internships of c. 12 months. The internships are completed in the non-teaching period and the fifth subject-specific semester. They include elements of practical training, sport and employment in Police units.

Students have the status of temporary civil servants in Police training and are paid in accordance with civil service scales of pay.

Degree qualification
Bachelor of Arts (B.A.)

Credits (ECTS)
180

Study form
Full-time

Standard period of study
6 semesters (with internship)

Language of instruction
German

Campus
Lichtenberg Campus

Commencement
1 April (summer semester)
1 October (winter semester)

Admission requirements
• University entrance qualification or an entrance qualification for a University of Applied Sciences

Application
The application is to be submitted online to the Police President in Berlin: www.berlin.de/polizei/beruf/polizist-polizistin-werden/

Application period
• Winter semester: c. mid-December of the previous year to the end of January
• Summer semester: c. mid-June to the end of the July of the previous year
Security Management

Programme description
Increasing security by minimizing risk. The ability to recognize and evaluate risks and deal with them in a professional manner to prevent the development of dangerous situations is a key factor in society, politics and industry. The providers of security services in both public and private contexts are subject to almost constant change; new threats constantly emerge to which they are required to adapt. This Bachelor’s degree programme deals with the challenges facing a modern risk society and adopts an interdisciplinary approach to the situation which incorporates aspect of Law, Economics and the Social Sciences.

The degree programme is characterized by the combination of a rigorous academic and practical approach. For example, students deal with the contexts from which a range of dangerous situations develop; they learn to analyse risks and acquire and develop a range of communication co-operation, conflict and management skills pertinent to the tasks which they will face in a professional context.

Study in the service of security

Careers
The increasing need for qualified professionals, trained to assess risk and draw up security concepts, means that graduates of this degree programme find employment in large companies, security companies, a range of government authorities and official institutions, the tourist industry and in international development work.

Graduates of the programme are awarded the internationally-recognized Bachelor of Arts (B.A.) qualification. This leads not only to professional entry, but also qualifies its holder for a post-graduate degree such as the Master’s degree programme International Security Management.

Degree structure
The degree programme is taught over seven semesters and involves a six-month internship with one of over 200 partner companies. Working within the scope of the internship, students gain an insight into commercial or local government security. The degree programme is divided into 21 compulsory modules and six electives. The degree programme focuses on the areas of Law, Business Administration, Human Resources Management and Risk Management. This is supplemented by courses in the Social Sciences, IT and English for Security Management.

Degree qualification
Bachelor of Arts (B.A.)

Credits (ECTS)
210

Study form
Full-time

Standard period of study
7 semesters

Languages of instruction
German and partially English

Campus
Lichtenberg Campus

Commencement
1 October (winter semester)

Admission requirements
• University entrance qualification or an entrance qualification for a University of Applied Sciences
• English language skills: Level B2
• Detailed information:
  www.hwr-berlin.de/studium

Application
Application procedure and required documents:
www.hwr-berlin.de/studium

Application period
1 June – 15 July
Finding your way around your studies: Who is there to help?

Student counselling services
The Student counselling services are your first port of call for all questions relating to the degree programmes taught at the HWR Berlin.

You can obtain information about the following topics:
- Orientation in your studies and an overview of the degree courses taught at the HWR Berlin
- Applications and admissions information regarding a university entrance qualification or a vocational qualification
- Studying with a disability or chronic illness
- The combination of study with family life
- Financing your studies
- General difficulties with study or examinations
- Withdrawal from study and re-orientation
- The transition from a Bachelor’s to a Master’s degree course

e-mail: studienberatung@hwr-berlin.de

Information centre: Information material and general information
Badensche Straße 52, 10825 Berlin
Schöneberg Campus, building A, room A 3.31

Opening hours:
Mon., Tue. 10.00–14.00, Thur. 10.00–18.00

Personal consultation Schöneberg Campus (No appointment required)
Badensche Straße 52, 10825 Berlin
Schöneberg Campus, building A, 3rd floor
Office hours:
Mon., Tue., Thur. 10.00–12.00, Thur. 16.00–18.00

Telephone: +49 30 30877-1254
Telephone consultation: Tue., Thur. 14.00–15.00

Personal consultation Lichtenberg Campus (No appointment required)
Alt-Friedrichsfelde 60, 10315 Berlin
Lichtenberg Campus, building 6A, ground floor
Office hours: Wed. 10.00–12.00, Thur. 15.00–17.00

Telephone: +49 30 30877-1254 and -2572
Telephone consultation: Thur. 14.00–15.00

Consultation for cooperative studies degree programmes
Alt-Friedrichsfelde 60, 10315 Berlin
Lichtenberg Campus, building 5, room 54003
Office hours: Thur. 15.00–17.00

Telephone: +49 30 30877-2000
Telephone consultation: Thur. 14.00–15.00

e-mail: studienberatung.dual@hwr-berlin.de

Links for potential students
Student counselling services:
www.hwr-berlin.de > Studium > Studienberatung

The degree programmes taught at the HWR Berlin:
www.hwr-berlin.de > Studium > Studienangebot

Cooperative studies – our partner companies:
www.hwr-berlin.de > Fachbereich duales-studium > Application > Unternehmen-finden

Online-application:
www.hwr-berlin.de > Studium > Application

Financing your studies with BAföG, grants:
www.hwr-berlin.de > Studium > Finanzen

Higher Education Compass – the nation-wide selection of degree courses:
www.hochschulkompass.de

The official guide to studying in Germany
www.studienwahl.de

CHE ranking on ZEIT online:
https://ranking.zeit.de/che/de