International Office
Fact Sheet 2019/20

International Office Manager
Ms. Ursula Horst

Vice President for International Affairs
Prof. Martin Hagemann

Officer for International Affairs
Dr. Anne-Maria Stresing

Campus Address
Marlene-Dietrich-Allee 11
14482 Potsdam
Germany
internationaloffice@filmuniversitaet.de

ERASMUS Code
D POTSDAM02

International Office Website
www.filmuniversitaet.de/international

Academic Calendar
Enrollment period winter term
October 1, 2019 – March 31, 2020

Lecture period (incl. Welcome Week)
October 1, 2019 – February 20, 2020

Enrollment period summer term
April 1, 2020 – September 30, 2020

Lecture period
April 1, 2020 – July 12, 2020

Winter term nomination deadline
April 15th

Summer term nomination deadline
October 15th

Language of Instruction
The general language of instruction is German. The minimum language requirement for exchange students is level B1 according to the CEFR.

Tuition Fees
The Film University does not ask for tuition fees. However, there is an administrative contribution for public transport, equipment insurance and Student Services that cannot be waived. Currently, the contribution is ca. 270€ per semester for exchange students.

Welcome Week
The first week of October is the Welcome Week for all new students at Babelsberg, including exchange students.

Arrival Date
Students are required to arrive on the first day of the lecture period at the latest. Any later arrival is not recommended and should be agreed upon with the International Office in advance.

Nomination
Incoming exchange students need to be nominated by their home institution via email by the above mentioned dates to internationaloffice@filmuniversitaet.de

Application Procedure
Exchange students need to hand in their application for an exchange semester to the International Office at the Film University Babelsberg by email. Students need to make a choice for a specific program they wish to join. Applications are reviewed by the professors of the respective study program students are applying.
for. Nomination from the partner university does not guarantee acceptance to the university!

Documents needed:

- Filled in application form
- CV
- Transcript of Records
- Letter of recommendation from a professor of your home institution
- Letter of Motivation specifically written for Film University
- Proof of your German language skills (the OLS assessment is not sufficient proof)
- Portfolio (to be reviewed by the respective study program advisor)

All documents must either be in German or English! Own translations are accepted if they include a confirmation of the home university.

Application deadlines: May 15 for winter term/Nov 15 for summer term

Study Programs
A list of study programs can be found here: https://www.filmuniversitaet.de/studium/studienangebot/. Students must choose one specific program. We have only limited capacities available, please note the following information:

- BA/MA Cinematography: winter semester only
- BA/MA Sound: Bachelor only

Courses in English
The Film University offers a selection of interdisciplinary courses in English. For more information please contact the International Office.

Studies & Technology
The Film University provides state-of-the-art technology covering every aspect of moving image production. The university's equipment room houses camera, sound, lighting, VR, and AR gear established on the market and used by industry professionals.

Course Registration/Learning Agreement
As a general rule, students can enroll in classes during the first week of semester by attending the class. The Learning Agreement needs to be agreed upon with the respective institutional coordinator. A list is available upon request in the International Office. A detailed list of available courses can be found in our LSF.

Exams
As a general rule, students can register for exams in their respective courses/study programs via a list available in the offices of the study program.

Credits
The Film University Babelsberg operates on the ECTS system. As a general rule, 1 ECTS equals 30h of workload. A full semester workload is 30 ECTS.

Health Insurance
In Germany all students are subject to compulsory health insurance, regardless of whether they are degree seeking students or exchange students. A proof of adequate health insurance cover is essential and required for enrollment at university as well as for getting a residence permit.

Students from European Countries with a European Health Insurance Card (EHIC) do not require additional health insurance. Students from countries that do not have any social security agreement with Germany need to be insured via a health insurance provider. Find more information on health insurance here.

Visa
Students from EU member states do not require a visa for Germany. Please inform yourselves on the webpage of the Federal Foreign Office if you require a visa. It is highly recommended to apply for a visa much in advance.

Erasmus+
The Film University Babelsberg takes part in the Erasmus+ program of the EU. Incoming students can inquire at their home institution if they are eligible for fundings by the program and should apply for such at the International Office of their home institution.

Funding Options
Incoming students looking for financial support can inform themselves on the webpages of the German Academic Exchange Service (DAAD): https://www.daad.de/deutschland/en/

“Sehsüchte” Film Festival
The Film University's very own annual international student festival film festival at the end of April. Now in its 48th year, it is Europe’s biggest student film festival and completely run by our students. Join us!

Buddy Program
The Film University has two buddies supporting international students at Film University. They help with questions before arrival and during the semester. They organize several activities throughout the semester for our students.
November 2019

Living in Potsdam
Living Costs: Compare Living Costs
Housing:
https://www.filmuniversitaet.de/studium/campus/leben/wohnen-in-potsdam/