

Outgoing Programs
Macquarie International
Macquarie University
Building E3A Level 1
NORTH RYDE
NSW 2109 AUSTRALIA
Ph: +61 2 9850 6396
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Email: goexchange@io.mq.edu.au
www.international.mq.edu.au/abroad



**Berlin School of Economics
Business Short Term Programs July 2011
“Markets and Management”
03/07/2011 – 23/07/2011**

PLEASE NOTE: Some details may change – always check with Macquarie Abroad for the most up to date information. Last updated 22/02/10.

Course Outline

Up to date information about course content for each program can be found at:

<http://www.hwr-berlin.de/en/study-at-hwr-berlin/summer-schools/berlin-international-summer-school/2011/markets-and-management-in-europe/>

Overview

The Berlin School of Economics is situated in the heart of Berlin, one of Europe’s most vibrant cities. The institution has around 5,000 students and runs a series of intensive short term exchanges throughout July.

Student Profile

These programs are for students studying business related disciplines. Students need to have completed at least 2 years of business/economics related subjects at Macquarie – including economics and marketing.

The programs also include some ‘survival’ introductory German language classes for those students who have no local language skills.

Outcomes

- Understanding of business and economics in Europe
- Study with students from around the world
- Cultural appreciation of Germany and Berlin
- Credit points towards a Macquarie award program

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Student Numbers

There are 3 available places in this program. Places will be allocated based on academic merit, with consideration given to students' programs of study. Please note that we cannot guarantee acceptance in to the program as you will be required to apply to BSE as well. Should you be accepted, we will guide you through this process.

Timing and Duration of the Program

The course will run from the 3rd of July until the 23rd of July.

Students must be present for the entirety of the course, including the whole of the first and last days.

Living Arrangements and Costs

Accommodation is included in the logistics fee for the programs.

The Berlin School of Economics does not have on-campus housing and has therefore arranged appropriate off-campus housing for students for the duration of the programs.

Students participating in the 3 week program will be housed at a student hostel. Please note that accommodation is dependent upon the duration of your program and cannot be swapped between either options.

Detailed information about each housing option can be found at:

<http://www.hwr-berlin.de/nc/en/study-at-hwr-berlin/summer-schools/berlin-international-summer-school/2011/faqs/faqs-answers/faq/257/>

Cultural Components

The International Office team offers participants a wide variety of optional cultural and social events in Berlin and surrounding area about twice a week. This may include visits to UNESCO World Heritage sites (Museum Island in Berlin, Castles and Gardens in Potsdam), Berlin Wall Museum and Holocaust Museum, excursion to the Memorial Sachsenhausen, a boat trip, Beach Bar, and many other activities.

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Assignment and Assessment

Students will be required to undertake a final exam as part of the course in Berlin. Attendance at all classes is mandatory. Students will be presented with a Certificate at the conclusion of the course.

Credit

Students are responsible for seeking approval for these courses once accepted in to the program.

Previously, students participating in these courses had the opportunity to gain 3 credit points at 300 level of unspecified BBA/ECON credit at Macquarie for the 3 week course.

Standard tuition fees (HECS or full fee) are payable to Macquarie for the enrolment. The cost of enrolment at Macquarie is not included in the logistics fee listed below.

Application Process and Deadline and Selection Criteria

Students must have a minimum GPA of 2.5 and must satisfy other criteria specified in the Student Exchange Policy.

Students must apply, online, to Macquarie Abroad no later than **March 4th 2011**. The application must be completed online and is available (with instructions) at www.international.mq.edu.au/goingabroad/shortterm

Successful students will then be guided through the rest of the application process for Berlin. Please note that students must be prepared to complete an application form to Berlin within a short time frame.

Please do not book flights or make travel arrangements. If your application is successful, you will be notified when you can start to do so.

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Costs

To apply to participate in the program, students must submit an application to Macquarie International via the online application system.

There is an **application fee** of **\$110** to apply for any short-term program. This fee must be received by the application deadline, and must be paid either in person at the MI Shop in Building E3A (payable by EFTPOS or credit card only), or online at the MI Shop webpage:

<http://www.international.mq.edu.au/mishop/products/Stock.asp?c=16>

The Logistics Fee for this program is **\$1700AUD**. This does not include the cost of enrolment at Macquarie. This is also separate from the \$110 application fee (which is used towards the full cost of the program).

This fee includes:

- Accommodation for the duration of the program
- Company and Cultural program visits whilst in Berlin
- Lonely Planet Guide for Germany

Students should also expect to pay the following amounts:

- Airfare - \$2500-3000 (depending on time of booking)
- Living Expenses including food, entertainment, transportation, etc
- Enrolment at Macquarie (this is the standard HECS or full fee for Macquarie enrolment).

Travel Insurance

Students are required to be covered by travel insurance for the duration of their overseas program and any additional leisure travel. Students may be eligible to be covered under the Macquarie University Insurance Policy (provided by Chubb). Students will receive further information regarding this once they have been accepted into the program.

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Travel Grant

Each eligible student participating on the program will receive a Macquarie travel grant. The amount of the grant will be \$2000. You do not need to apply for this grant, it will be awarded automatically and you will be asked to provide your bank account details at the appropriate time.

Notes for International Students

International students must still comply with Australian visa conditions for class attendance and pass rates whilst overseas – general requirements for international students, as dictated by the ESOS Act, must still be met. Contact DIMIA at 131881 for more information.

International students are permitted to travel home before and/or after their program, except where logistic fees include group flights that cannot be amended.

Main Contact People at Each Institution

Students should direct initial enquiries to:	Berlin School of Economics contact:
Navya Chalasani Outbound Programs Officer Phone: +61 2 9850 4339 Fax: +61 2 9850 7733 Email: navya.chalasani@mq.edu.au	Ms. Katja Zühlendorf Summer School Coordinator Phone: +49 30 8578 9120 Fax: +49 30 85 789 269 Email: summer@fhw-berlin.de