



FREIE UNIVERSITÄT BOZEN
LIBERA UNIVERSITÀ DI BOLZANO
FREE UNIVERSITY OF BOZEN · BOLZANO



International Master in Horticultural Sciences

Handout for students at the Humboldt-Universität zu Berlin (= home university)

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1. Application at the Humboldt-Universität zu Berlin

- This course of study can only be started in the winter semester.
- The application must be submitted online, where the application period for the winter semester is from the 1st May until the 31st May. This period can change from time to time. Academic calendars and deadlines for the enrolment will be updated under the following link:

https://www.hu-berlin.de/en/prospective-students/info/academic-calendars?set_language=en

- German applicants have to use the HU online portal for the application

<https://studienplatz.hu-berlin.de/bewerbungOnline/rds?state=onlbew>

- Applicants from abroad have to use "uni-assist".

http://www.uni-assist.de/index_en.html

- More information in terms of the requirements for uni-assist can be found here:

<https://www.hu-berlin.de/de/studium/bewerbung/formulare/engl-assist.pdf>

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After registration, the application should be completed using the corresponding portal. If your application via uni-assist is successful, please accept your place online.

- Admission regulations can be found under the following link:

<https://www.agrar.hu-berlin.de/de/lehre/msc/imhs>

- The language skills required will change in the near future. This means that an English level of B2 is needed, whereas no evidence is needed for German skills. Nevertheless, basic knowledge of German would be an advantage, because some documents of authorities are only in German.

2. IMaHS programme requirements (Study and exam regulations of 2014)

Please see "Studienverlaufsplan"/Programme plan at:

<https://www.agrar.hu-berlin.de/de/lehre/msc/imhs>

This Master programme has a regular duration of four semesters; a minimum of 120 ECTS credits has to be acquired. Studies at one partner university/several partner universities are integral part of the programme (cp. Mobility periods).

2.1. Compulsory modules (Semester 1)

- Five compulsory modules (6 ECTS credits each) have to be completed at the *Humboldt-Universität zu Berlin*.
- "Seminar Horticultural Science": Introductory meeting on 1st Friday of the lecture period; participation is obligatory!

2.2. Compulsory elective modules/free-choice modules (Semesters 2 + 3)

- Compulsory elective modules (minimum 48 ECTS credits) can be selected from the IMaHS courses offered at the *Thaer-Institute* or from the IMaHS pool courses offered at the partner universities, including summer schools.
- It has to be taken into account that 15 ECTS credits (maximum 45 ECTS credits) has to be obtained from the IMaHS pool courses offered

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at a partner university in order to finish the Master programme at the Humboldt-Universität zu Berlin.

- Free-choice modules (minimum 12 ECTS credits): compulsory elective modules, modules from other course of studies at the Faculty of Life Sciences or other master modules offered at the Humboldt-Universität zu Berlin are recognized. Prior approval from the coordinator of the IMaHS programme is required.

2.3. Master thesis (Semester 4)

The Master thesis (30 ECTS credits) can be written in English or German with a supervisor (=1st examiner) from the *Thaer-Institute* and a university lecturer from a partner university acting as 2nd examiner (import of 15 credits). The Master thesis has to be defended at the *Thaer-Institute*.

3. Mobility periods

- Please select the partner university/-ies as early as possible, preferably during the first semester; organization of a mobility period requires at least 6 months.
- Application for mobility is in the framework of the ERASMUS+ exchange programme and is based on

- a) either an ERASMUS+ agreement (scholarship available), or
- b) an agreement on inter-university cooperation.

- In case of a) → The Erasmus coordinator of the *Thaer-Institute* is Dr. Frank Riesbeck and all questions about Erasmus for outgoing students will be competently answered by himself:
frank.riesbeck.1@agrar.hu-berlin.de
- Information on application deadlines and requirements at the *Thaer-Institut* as well as on the application procedure is available at:

https://www.hu-berlin.de/en/prospective-students/info/academic-calendars?set_language=en

https://www.hu-berlin.de/en/studies/compass.-the-central-information-service-en/wie-en?set_language=en

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- In case of b) → Contact the coordinator of the IMaHS programme at the *Thaer-Institute*
- Please observe the application deadlines at the IMaHS partner universities, where individual initiative is required. The following website is a useful aid:

www.hortscience.eu

3.1. Double degree

If you wish to receive the Master's degree from a partner university as well, you have to complete IMaHS pool courses there with a total number of at least 30 ECTS credits. Please check the website of the respective university for possible additional requirements (see above), and consult the host university's IMaHS coordinator to clarify related issues.

3.2. Selection of courses at partner university/Individual study plan

- Please choose the courses at the partner university/-ies carefully, bearing in mind the required number of credits you have to obtain for your Master degree at the *Humboldt-Universität zu Berlin*.
- Please consult the local IMaHS coordinator regarding the course selection at the partner university, and prepare a **Learning Agreement (LA)** according to the requirements of both the sending and the receiving universities.
- Afterwards, the LA has to be approved by the local IMaHS coordinator and the Examination Board of the *Thaer-Institute*.
- Recognition of courses completed, and credits obtained at the partner university/-ies is on the basis of an official transcript issued by the host university at the end of your stay there.
- Please note that, under the programme regulations of 2014, courses without a grade cannot be recognized for the IMaHS degree at the *Humboldt-Universität zu Berlin*.

4. Examination regulations

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4.1. General information

- Examinations can be taken in German or English.
- Module examinations are graded in accordance with the German grading system: 1,0; 1,3 = very good; 1,7; 2,0; 2,3 = good; 2,7; 3,0; 3,3 = satisfactory; 3,7; 4,0 = sufficient; 5,0 = fail
- At the beginning of each module, the instructor will inform students about type and date of the examination.
- As a rule, module examinations are offered three times during the academic year. Examinations, both oral and written, of compulsory modules are held within the exam periods determined at the beginning of each winter semester. For relevant information please see: <https://www.agrar.hu-berlin.de/lehre/studium/pruefungen/pzeitraum/standardseite>

4.2. Registration for exams

- You have to register online in AGNES (<https://agnes.hu-berlin.de>) for examinations in *compulsory and compulsory elective modules*. Registration for examinations in free-choice modules is directly with the examiner/s. Registration is possible only during the registration periods specified, unless otherwise announced. Students may withdraw from a registered exam (online); the withdrawal period ends one week (seven weekdays) prior to the examination date.
- *Examination results* are registered at the Examination Office. A transcript of records can be printed from AGNES (<https://agnes.hu-berlin.de>), or be obtained from the Examination Office.
- If your examination result in a *compulsory module* is "fail", you must register for retake (online in AGNES).

4.3. Retakes

- If you fail an examination, you may retake it. The maximum number of retakes permitted is two. Admission to the 2nd retake is granted only after the candidate furnished proof of a compulsory exam consultation (module examiner).
- Retakes should be completed within two subject-related semesters.

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4.4. Failure to attend examinations („No show“)

- If you fail to attend an examination without reasonable explanation, you will automatically be graded “fail”.

4.5. Sickness and other reasons for absence

- In case of sickness, be sure to submit a doctor’s attestation to the Examination Office on the day of the exam, but in any case **not later than seven days after the exam date** in order to be admitted for a retake. Otherwise, your absence will be recorded as “fail”.

Examination Office of the *Thaer-Institute*: Faculty of Life Sciences, main building, Invalidenstrasse 42, room 1031 Mrs. Klara Koss (klara-luise.koss@hu-berlin.de)

5. Course offer/Class schedule

For courses offered in the current semester, for time and location of lectures, please check: <https://agnes.hu-berlin.de>

- A Login is NOT required!
- At the left-hand side: Choose “Vorlesungsverzeichnis”/Course catalogue
- Select the Faculty and the Institute: Lebenswissenschaftliche Fakultät, Albrecht Daniel Thaer-Institut
- Select your study programme: IMaHS
- Click on the module for more information on time and location of the lectures.
- Please take note of any additional “Remarks” on a module, which may be shown in AGNES (e.g. need to register for participation).

6. Site plans <https://www.agrar.hu-berlin.de/fakultaet/standorte>

7. Insurance → each student does not automatically have a personal liability insurance



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