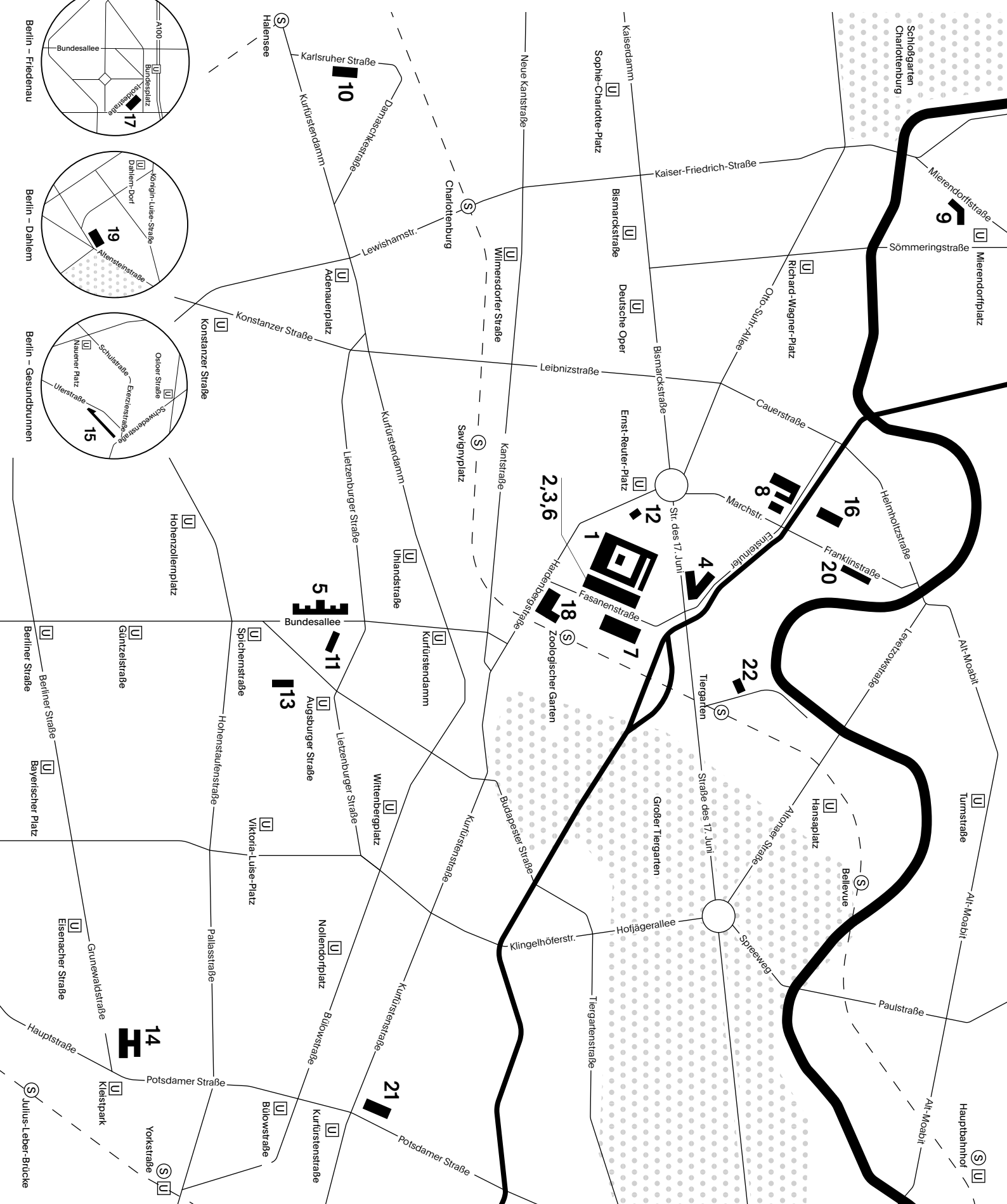
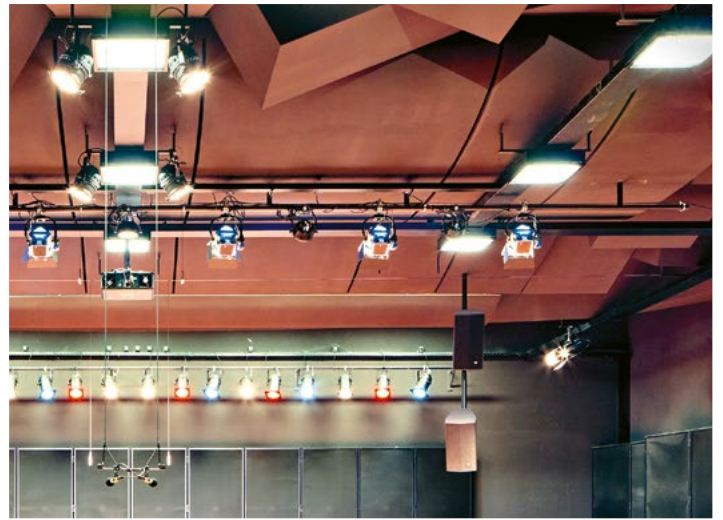


**Wichtiges
zum Studien-
beginn**

2026
oK
Berlin

- 1 Hardenbergstraße 33
Pforte / Porter: 3185.2222
- 2 Fasanenstraße 18
- 3 UNIT – Theater der UdK Berlin /
Theatre of the UdK Berlin
Fasanenstraße 18
Pforte / Porter: 3185.2350
- 4 Straße des 17. Juni 118
Pforte / Porter: 3185.2013
- 5 Bundesallee 1–12
Pforte / Porter: 3185.2328
- 6 Konzertsaal der UdK Berlin /
Concert Hall
Hardenbergstraße 33
- 7 Universitätsbibliothek /
University Library
Fasanenstraße 88
- 8 Einsteinufer 43
Pforte / Porter: 3185.2112
- 9 Mierendorffstraße 28–30
Pforte / Porter: 3185.2236
- 10 Karlshofer Straße 7a/8
- 11 Lietzenburger Straße 45
Pforte / Porter: 3185.2501
- 12 Hardenbergstraße 41
- 13 Granauerstraße 12
- 14 Grunewaldstraße 2–5
Medienhaus
Pforte / Porter: 3185.1252
- 15 HZT – Hochschuleübergreifendes
Zentrum Tanz / Inter-University
Centre for Dance, Uferstudios
Uferstraße 23
- 16 Salzufer 13–14
- 17 Isoldestraße 9
- 18 Hardenbergstraße 32
- 19 Altensteinstraße 34
- 20 Franklinstraße 9–15A
- 21 Potsdamer Straße 120
- 22 Kita, Sigmundshof 17a





History of the Berlin University of the Arts

As a result of its varied history, the Berlin University of the Arts is both a young institution and an old one. The university's current structure has developed over the decades since its founding in 1975 as "Hochschule der Künste" (HdK); in November 2001 the institution was renamed "Universität der Künste Berlin," or Berlin University of the Arts. Considering its predecessor institutions, however, Berlin University of the Arts has a history of more than 300 years, going back to the founding of the Brandenburg-Prussian Academy of Arts in 1696.



Learn more about the history of the Berlin University of the Arts

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Dear Students,

By choosing to begin your studies at the Berlin University of the Arts (UdK Berlin), you are entering a place where artistic practice, critical thinking, and academic inquiry are deeply intertwined. The Berlin University of the Arts finds itself at a turning point that reflects not only the necessity of continuous development but also our deep-rooted commitment to teaching excellence and to engaging with the pressing issues of our time.

We firmly believe that a university free of discrimination and shaped by inclusion, one that offers equal opportunities for all to contribute their perspectives and ideas, fosters both artistic and academic advancement. This principle drives our ongoing efforts toward greater accessibility, equity, and diversity. In a world shaped by complex challenges such as sustainability, social justice, and digital transformation, we see our institution as a space where these issues are not only examined but actively integrated into teaching, research, and creative processes.

In this space, we consciously transcend the boundaries of traditional disciplines. Art and science engage in dialogue with one another. This dialogue is more than a method; it is a fundamental attitude, as we understand the university to be a place of constant transformation. We are aware that this transformation requires not only internal change but also change that reaches outward.

It is this engagement, this continuous dialogue, that defines the educational experience at UdK Berlin. You are invited to become part of this process, not as passive recipients of knowledge but as active co-creators of a changing world. The path you take here is not predetermined. It is both personal and collective, shaped by your engagement with the essential questions of our time and fueled by the creative energy that emerges from the arts.

Welcome to the Berlin University of the Arts, a place where your ideas, your creativity, and your perspectives are valued.

Prof. Dr. Markus Hilgert
President of the Berlin University of the Arts



Dear university freshers,

You have successfully mastered all the challenges, such as preparing your portfolio and taking the admission exam, and you are now finally a student at the Berlin University of the Arts. We would also like to say: Congratulations and welcome to our university!

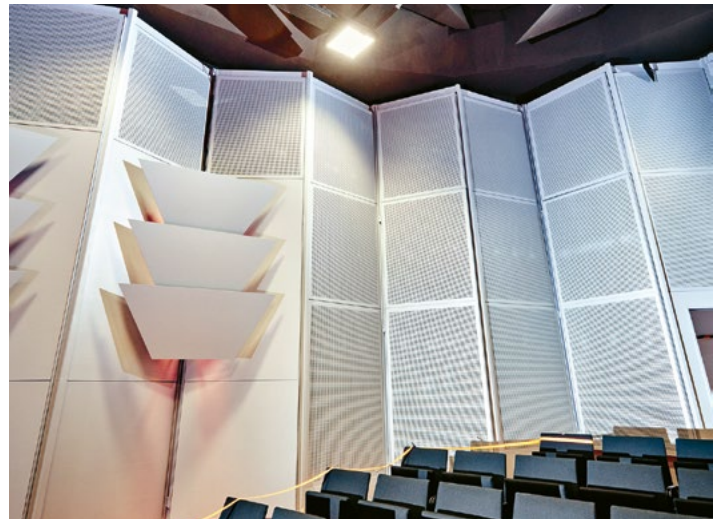
This publication is intended to help you find your way around the Berlin University of the Arts and your studies. Experience has shown that you won't need all the information right from the start, so just browse through and read what interests you.

If you have any further questions, please don't hesitate to contact us. We, Dr. Gudrun Lörincz, Sabine Carossa, Dr. Mareike Brlecic Layer and Tamara Kovacevic from the Student Advisory Service will be happy to advise and provide you with information. Our contact details can be found on our website (↗ p. 8).

We wish you all the best for your start and much enjoyment and success in your studies.

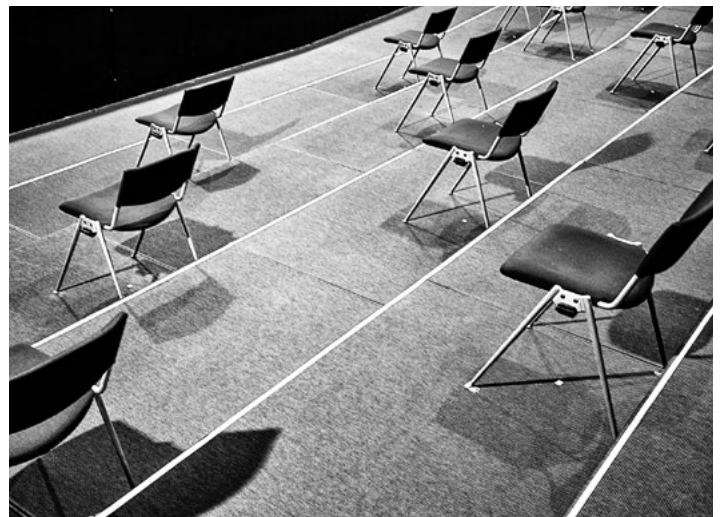
The team of the Student Advisory Service and
Psychological Counselling of the Berlin University of the Arts

Things to know



at the beginning

5



Introductory events

Welcoming event for first-semester students

Life for all new students at the Berlin University of the Arts officially kicks off at the beginning of each winter semester with the Welcoming event for first-semester students. They are welcomed to the university by the President of the Berlin University of the Arts Prof. Dr. Markus Hilgert as part of a stage show in which various degree programmes show excerpts of their work.



Further information and programme

Further introductory events

However, the introductory events offered at the beginning of your studies in almost all degree programmes are especially important for your start. At these events you will get to know the tutors for your degree programme and others who are starting their studies with you, i.e. who are in the same situation. There you will be informed about the structure of your degree programme, the study objectives and how your studies are organised, and thus get an insight into what the next few weeks will be like. New students will be invited by e-mail.

CampusCard

The CampusCard system is used in a joint project by ten Berlin universities and is the largest uniform student ID system in Europe. The CampusCard is valid as a student ID, canteen card with payment feature and university library card. As soon as you have been enrolled, you will find a QR code in the campus management portal my.udk-berlin (see page 10), which is located in your personal area "my studies" – "requested reports / reports". With this code, the cards are issued at one of the vending machines (one time only).



Information about the CampusCard

Course catalogue

The course catalogue is available online in the my.udk portal. Here you will find the courses of the faculties and degree programmes. You can find out about the subject, lecturer, location and time of the course. You will find contact details for lecturers and can start searches in several categories. Courses offered across faculties are labelled separately. You can attend these regardless of your degree programme.

Some degree programmes publish the current range of courses, either exclusively or additionally, on their own websites (Architecture, Design, GWK, Art in Context, Theatre Education and Theatre for Secondary School/Teacher Training).



Course catalogue

Annotated course catalogue

Annotations, bibliographies, etc. are usually included with each course in the online catalogue. For some degree programmes there are also so-called "annotated course catalogues". These provide a brief outline of the content of each course offered. These annotated course catalogues are now mainly available online.

Standard period of study

The standard period of study is the period specified in the Berlin Higher Education Act (BerlHG) in which studies, including examinations, should be completed. The maximum duration of the BAföG support is based on this period (see page 22 for more information about BAföG).

Once this period has been exceeded, no further payments will normally be made. Admission to a "Meisterschüler" programme (e.g. in Visual Communication) or the awarding of this title (e.g. in Fine Arts) is only possible if the undergraduate degree programme has been completed within the standard period of study.

Study structure

Most of the study programmes at the Berlin University of the Arts have been converted to the Bachelor / Master degree structure. However, there are still some artistic study programmes such as Fine Arts, Art and Media, Acting, Musical / Show and Creative Writing for the Stage which have been excluded from these changes. Here, the former qualifications (e.g. "Absolvent*in" (graduate)) have been retained.

Study and examination regulations

Studies and examinations are governed by regulations. When you enrolled, you received a digital or printed copy of the regulations that apply to your degree programme. You can usually also find them on the Berlin University of the Arts website for the degree programme in question. They describe the aims and structure of the degree programme, the types of seminars and courses, the type of credits and the content of the degree programme.

The number and type of prescribed courses (compulsory subjects / compulsory electives) or freely selectable courses (optional elective subjects) can also be found there. All modalities for the module examinations or the intermediate and final examinations can be found in the examination regulations.

Modularisation and credit points

The Bachelor's and Master's degree programmes are divided into modules. A module is a teaching unit consisting of one or more courses and self-study. Modules are usually concluded with an examination. The total examination work for the degree is thus divided into several smaller examinations during the course of study, at the end of which is the Bachelor's or Master's thesis.

The total workload in the degree programme is expressed in so-called credit points (CPs), which are also referred to as ECTS points (European Credit Transfer System).

Credit points are intended to reflect the amount of work in the degree programme (courses + self-study + examinations) that students are expected to undertake on average in order to achieve the defined learning outcomes. An academic year consists of 60 credit points, to which 1800 working hours are assigned as workload.

It follows that at least 30 working hours correspond to one credit point. Credit points are therefore primarily a quantitative unit of measurement aimed at making your studies more transparent. They are only an explicit measure of achievement in the sense that you will only receive a credit point for a module if you have passed it.

Module sheets (Modulblätter)

If you are enrolled in a Bachelor's or Master's degree programme, some of you will receive the so-called "Modulblätter" or module sheets from the Registration and Examinations Office (IPA) at the beginning of your studies. These are forms for each module, on which all courses and all examinations of the module can be seen. The respective form is signed off by the tutor in charge. After the last examination in the module, the form must be returned to the IPA and you will receive the module completion certificate for your records. It is highly recommended that you have the module sheets signed by the tutors at the end of each semester. For some Bachelor's / Master's degree programmes, the examination results are forwarded internally, i.e. without module sheets, to the IPA. This currently applies to the Architecture, Design, Joint Science Conference (GWK), Voice and Opera Bachelor, LOK, Opera Master, Sound Engineering and Costume Design degree programmes.

Semester hours (SWS)

Degree programmes that have not been converted to the tiered study structure count seminars and courses in terms of semester hours (SWS). In Bachelor's and Master's degree programmes the SWS per week are specified in the module descriptions in addition to credit points. Example: A seminar is specified as being two hours long (e.g. Mondays from 2 to 4 pm) and takes place once a week during the lecture period. Such a seminar counts as two SWS. If, for example, a semester consists of 25 SWS, this just means that students should spend 25 contact hours per week with tutors in lectures, projects, etc. during the semester. The number of semester hours does not, however, give any indication of the amount of self-study that is required.

Certificates of achievement ("Scheine")

In the degree programmes that have not been converted to BA / MA, so-called "Scheine" are awarded for successfully completed seminars and courses. These "Scheine", i.e. certificates of achievement, are awarded for work agreed with the tutor at the beginning of the seminar or course, or specified in the study regulations (e.g. presentation, exam or written report). You can find out which certificates you have to take in the relevant study and examination regulations. The certificates are a prerequisite for admission to examinations. The required signatures from tutors should be obtained at the end of the semester.

UdK-Anzeiger

The UdK-Anzeiger appears as required and publishes legal and administrative regulations, e.g. the study and examination regulations.



All issues of the UdK-Anzeiger

StudyGuide

Your first contact with the Berlin University of the Arts may have been through the StudyGuide, which provides information about the degree programmes and the admissions process. However, as a student you can also turn to the StudyGuide when you have general questions, e.g. about information events, re-registration, leaves of absence and part-time studies, contact addresses, etc. If your question cannot be answered there, you will be directed to the appropriate office.



All information about the location and opening hours of the StudyGuide

Student Advisory Service and Psychological Counselling

Student Advisory Service

The Student Advisory Service at the Berlin University of the Arts helps prospective and current students with all questions and problems related to their studies. Advice for students in all semesters covers issues such as:

- Difficulties and "slumps" in your studies
- Changing courses and universities
- Help with decision-making

Psychological counselling

The psychological counselling service offers focused counselling sessions for UdK students. The service is aimed at students who feel mentally stressed during their studies and are looking for help in coping with personal or study-related challenges. Counselling is also provided on suitable further offers of help if required.



Here you will find our offers and contact details.

International Office

The International Office is active in two areas:

- International Student Services is there for prospective international students who would like to know more about studying at the UdK Berlin and offers counselling for international students throughout their studies. It also answers questions about visas and residence for prospective international students and refugees as well as DAAD scholarships.
- The Exchange Service Team maintains collaborations with international partner universities and can be contacted for all questions relating to an ERASMUS+ semester abroad for students. Other scholarship programmes for exchange activities can also be enquired about here.



All information about the services provided by the International Office

Departmental Advisory Services

Advice is available not only through the Student Advisory Service, but also through the Departmental Advisory Services. For each degree programme, there is a person appointed by the respective college to provide specific course advice. This enables you to receive advice throughout your studies.

In particular, you can get help with questions about organising your studies and your class schedule, as well as with study and examination matters. Some degree programmes also have student contacts, often members of the Student Council, who hold regular consultation hours.



You can find the colleges' student advisory services here.

Things to know at the beginning

Registration and Examinations Office (IPA)

Admissions, re-registration, leaves of absence, examination registrations and examinations are processed at the Registration and Examinations Office (IPA). See the website for current contact details and contact persons for each programme.



To the Registration and Examination Office

Re-registration

If you wish to remain enrolled for the following semester, you must re-register. This also applies to semesters on leave or exchange. Prior to each semester you will automatically receive a re-registration request from the Registration and Examinations Office (IPA) via email to your Berlin University of the Arts account.



Information about re-registration

Leave of absence

If you are unable to attend classes or take exams during a semester, you must take a leave of absence for that semester. Leave of absence is normally only granted for one semester at a time, and not more than twice in total during your studies. The application for a leave of absence must be submitted to the IPA by email or post no later than the end of the re-registration period. If you do not wish to take a leave of absence but wish to interrupt your studies, you must exmatriculate.



Application for leave of absence

Exmatriculation

Once you have passed your final examination, you will be exmatriculated. If you want to interrupt or discontinue your studies for other reasons, you must apply for exmatriculation. This is done upon written application by submitting the completed and signed discharge certificate ("Entlastungsbescheinigung") from the degree programme.



Information on exmatriculation

Download Center Student Services

In the Download Centre you can download important information sheets, forms and applications.



Download Centre

Changing your degree programme

If you wish to change your study programme within the Berlin University of the Arts, this is only possible via the admission procedure regulated in the respective degree programme's admission regulations. The admission procedure is generally the same as for new students. If you wish to change from a Bachelor's to a Master's degree programme, you must reapply in accordance with the admission regulations in the my.udk portal.



You can find information about the admission regulations for the degree programmes in the ApplicationGuide

Please note that changing your study programme may have an impact on whether financial educational support (BAföG) is granted. Decisions on the recognition of periods of study and study and examination achievements completed at other universities or in other degree programmes at the Berlin University of the Arts are made only after admission to the degree programme has been granted.

Studying with a child

In cooperation with the Berlin University of the Arts and the TU Berlin, the studierendenWERK BERLIN student welfare organisation offers qualified full-day childcare for children belonging to students and staff at both universities. The nursery has space for 60 children aged eight weeks to school age. The building is located near the Tiergarten S-Bahn station. The educational planning is based on the Berlin Education Programme, and the focus of the educational work spans the entire spectrum of art and aesthetics.



Information on the UdK Kita at the studierendenWERK BERLIN

Childcare – flexible in an emergency

The Berlin University of the Arts cooperates with the Berlin-wide KidsMobil – a flexible childcare service for parents in emergencies. The Berlin University of the Arts offers flexible childcare for parents whose childcare is cancelled at short notice, whose child is still recovering from an illness and is unable to attend daycare/school, or whose important meetings or exams take place at times that are inconvenient for the family. The children are looked after in their own homes by qualified staff. Students must present a certificate of enrolment from the Berlin University of the Arts in order to participate in KidsMobil. Information and registration forms are available from the Women's and Equal Opportunities Officers.



More about KidsMobil

Online services

User accounts

Newly enrolled students will receive a letter from the Berlin University of the Arts O.A.Se a few days after their enrolment – provisional enrolment is not sufficient for this purpose – in which they are assigned a user account. This account includes an email address, a login to the campus management and various other university portals, as well as access to the Moodle e-learning system and the eduroam WLAN, which provides WLAN access at many educational facilities, even outside the Berlin University of the Arts. More detailed information about the services that can be used with this account and how to configure them can be found on the O.A.Se website and on the O.A.Se Vimeo channel.

Requests for re-registration will only be sent by email to your O.A.Se email address.



O.A.Se user portal

my.udk-portal

The following features are available to students via the campus management portal my.udk-berlin.de:

- Printing certificates, e.g. study and enrolment certificates
- Printing the QR code for printing the CampusCard at vending machines
- Querying the current fee account balance and re-registration status
- Changing personal contact details held by the Registration and Examinations Office (e.g. change of address)
- Viewing exam results and printing credit overviews, if applicable
- Exam registration (for some study programmes)
- Course catalogue



my.udk-berlin.de Campus Management Portal

Things to know at the beginning

WLAN

The eduroam WLAN is available in all buildings belonging to the Berlin University of the Arts. (An autonomous WLAN solution is available at the Gutshof Sauen, a meeting place for the art schools).

eduroam

Users with a O.A.Se account can roam in the eduroam WLAN, i.e. they can use the eduroam WLAN at all institutions participating in this eduroam network. No special configuration is required; the successful configuration of the institution providing the account is sufficient to use eduroam at all eduroam locations.



Information about using WLAN

udkCloud cloud service

In cooperation with the TU Berlin, the Berlin University of the Arts offers students and staff a location-independent storage space based on the Nextcloud® cloud storage service. All you need to use it is a O.A.Se account. udkCloud synchronises data across platforms using Nextcloud® desktop and mobile clients. The web interface also includes a photo gallery and an integrated PDF viewer. The Collabora Online package enables users to edit text documents, spreadsheets and presentations. This can also be done in parallel with other users. udkCloud is the free and open source alternative to well-known cloud storage services such as Dropbox®, Google Drive®, Microsoft One-Drive®. Data is stored on TU Berlin servers in accordance with data protection regulations. Each user has 10 GB of storage space.

udkCloud offers the following features:

- File storage
- Online music and photo playback
- File and folder sharing
- The Collabora Online package for collaborative editing

udkCloud is a pure Sync&Share service, i.e. it is not a backup medium. The data should always be available locally as a parallel copy. Data is not backed up centrally!



udkCloud login

Accommodation

StudierendenWERK BERLIN offers students accommodation in almost all districts. You can find detailed information about the various halls of residence on the website, where you can also apply for accommodation in the halls of residence portal. All you need is your admission or enrolment certificate and proof of payment of the semester fee. However, waiting times of up to three semesters can be expected.



Information from StudierendenWERK on housing and the student accommodation portal



You can also find further information about finding accommodation on the Student Advisory Service's web page

Eating on campus

Mensa TU, Mensa Veggie 2.0 canteen
Charlottenburg, Hardenbergstraße 34

“Wetterleuchten” coffee bar
TU Main Building, Charlottenburg, Straße des 17. Juni 135

Mensa TU
Marchstraße canteen, Marchstraße 23

Cafénero in the university library in
Charlottenburg, Fasanenstr. 88

Café Kubik (student initiative)
Hardenbergstraße 33, 3rd floor

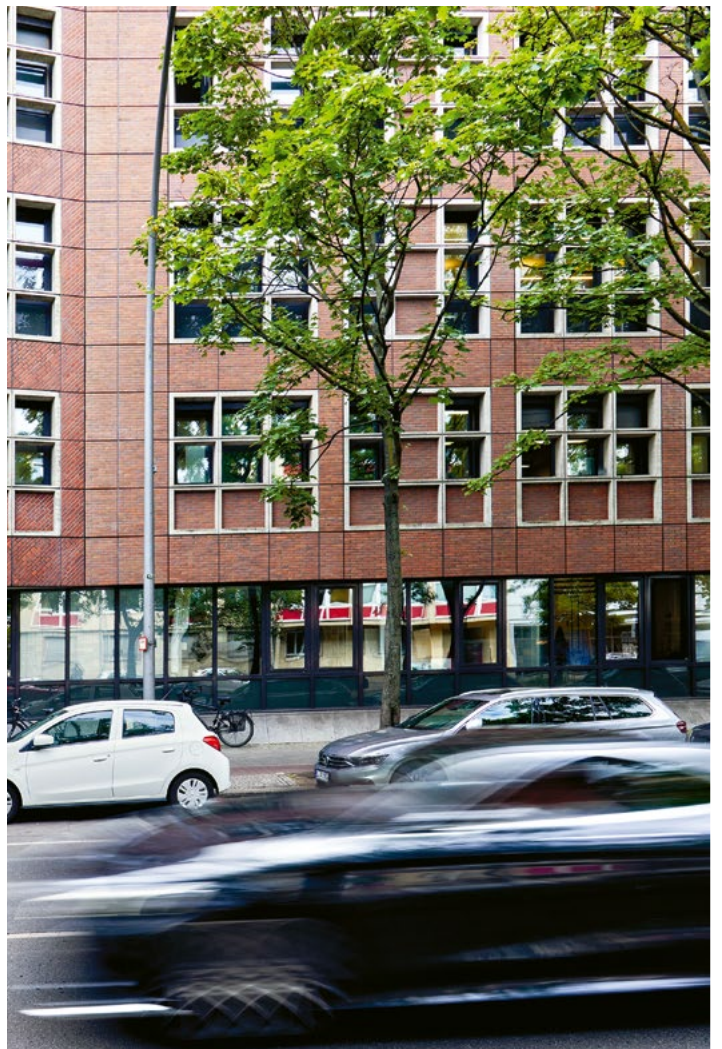
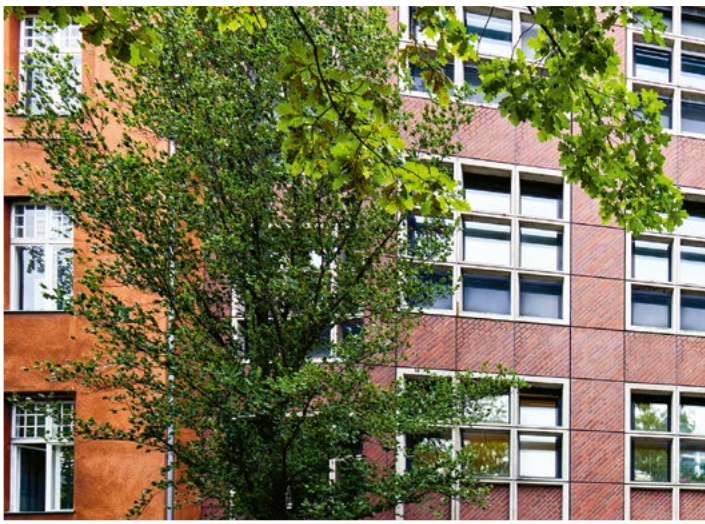
Student Café in the Medienhaus
Grunewaldstraße 2–5, 2nd floor
(only during the lecture period)



Further information about the canteens and cafeterias belonging to StudierendenWERK Berlin



Café cafénero



Further
services

and advice
centres
12



Women's and Equal Opportunities Officers

The Women's and Equal Opportunities Officers at the UdK Berlin are committed to gender equality.

They provide advice and support on issues

- On equality and gender policy
- Sexualised and gender-based discrimination and violence
- The promotion of young talent with a focus on gender equality
- The compatibility of study or work and care work as well as childcare and nursing

All counselling sessions are subject to confidentiality.



Services provided by the Women's and
Equal Opportunities Officers

Diversity, empowerment and intersectional anti-discrimination

The Diversity and Anti-Discrimination Office is committed to raising awareness of anti-racism and intersectional anti-discrimination at the UdK Berlin. The aim is to make the university an inclusive and discrimination-sensitive place of learning.

The office offers counselling in cases of conflict and support for those affected by racist and other forms of discrimination and violence.



Diversity Officer's services

Antisemitism Prevention

The Berlin University of the Arts (UdK Berlin), in recognition of its historical responsibility, takes a clear stance against antisemitism and all forms of discrimination.

Observations or experiences of antisemitic incidents can be reported to:

report-antisemitism@udk-berlin.de.

Such reports are essential for documenting and combating antisemitic acts. All reports are treated confidentially and are forwarded directly to the President, the Chancellor, and Process Coordinator for Antisemitism Prevention.



Information on preventing anti-Semitism at the UdK

The Berlin University of the Arts also cooperates with the external and independent counseling center OFEK e.V., which offers comprehensive support and guidance in cases of antisemitic violence and discrimination. In developing educational programmes, the University collaborates with the Mideast Freedom Forum Berlin.



Counselling center
of OFEK e.V.



Information about
Mideast Freedom Forum
Berlin

Barrier-free studies

The Berlin University of the Arts has representatives for students with disabilities and chronic illnesses to enable the students concerned to study with equal opportunities and without barriers. They will be able to advise you on any questions you may have about your application, the accessibility of the buildings, and how to apply for measures to compensate for any inconveniences you may experience during your studies and upcoming exams. All counselling sessions are subject to confidentiality.



More about accessibility at the Berlin University of the Arts

Another important contact point for students with disabilities and chronic illnesses is studierendenWERK BERLIN. Here you can also apply for integration services according to the Berlin Higher Education Act, e.g. study assistants, sign language interpreters or technical aids.



Information about barrier-free studies from
studierendenWERK BERLIN

Psychotherapeutic counselling services provided by studierendenWERK BERLIN

The two psychotherapeutic counselling services provided by studierendenWERK BERLIN offer professional help in potential crisis situations during your studies. In addition to individual psychotherapeutic counselling, couples counselling and psychotherapeutic and theme-based groups and workshops are also available.

Both counselling services also offer pregnancy conflict counselling in accordance with Section 219 of the German Civil Code (BGB). The psychological and psychotherapeutic counselling services are both free of charge. The counselling services are bound by professional confidentiality.



Psychological counselling services at
studierendenWERK BERLIN

Help in crisis situations

Berlin Crisis Service

The Berlin Crisis Service (Berliner Krisendienst) offers free psychosocial counselling in acute crises, anonymously, without prior appointment, by telephone or in person. In urgent cases it also offers home visits with doctors on call.



Berlin Crisis Service

Emergency service for those at risk of addiction/addicts

The emergency service for those at risk of addiction and those already addicted to drugs and alcohol in Berlin (Notdienst Berlin e. V.) offers counselling and referral to clinics, therapeutic communities and overnight accommodation without withdrawal in a shared flat.



Drug emergency service website

Legal advice

Legal advice provided by the RefRat at the HU Berlin

The RefRat at the Humboldt University of Berlin (HU) offers free legal advice for all Berlin students. As binding legal information is provided, counselling is provided by professional lawyers. Counselling is available for almost all legal problems.



Legal advice services provided by the RefRat Student Social Counselling System

Federal Ministry of Justice

You can download detailed information about the subject of legal aid and legal advice assistance on the Federal Ministry of Justice's website.



Federal Ministry of Justice website

University Library

The University Library of the Berlin University of the Arts is located, together with the Central Library of the TU Berlin, in a shared building on the Charlottenburg campus at Fasanenstraße 88. On the 4th floor is the Library with its freely accessible repository of books, journals and sheet music. A wide range of audio-visual media such as CDs, DVDs and Blu-Ray discs are available in the media library.

Digital resources – "Wissensportal der Künste" (knowledge portal for the arts)

The Library's entire collection of approximately 750,000 media on the subjects of art, architecture, music, dance, theatre, design, film and communication can be searched via the "Wissensportal der Künste", a knowledge portal for the arts. Digital resources such as e-books, e-journals, databases and streaming services can be accessed via the account at any time and from anywhere.



"Wissensportal der Künste" knowledge portal for the arts



to the university library

Library card

A library card is required for borrowing media, using electronic resources, accessing the internet in the library building and entering the library after 10 pm.

The CampusCard is valid as a library card for UdK students. For use as a library card, prior registration at the library is required.

Musical instruments

Members of the College of Music can borrow musical instruments from the Musical Instruments Department at Fasanenstraße 1b.

Library tours and training

The University Library offers library tours specially tailored to students in your subject area. These events enable you to become fully acquainted with the library's wide range of services and resources and to make the best use of them.



You can find all the aforementioned information on the library website



University Library on Instagram

UdK-Verlag

UdK Verlag supports artists, musicians and academic authors in print and/or online publishing. The publishing house publishes artistic and academic work results of the UdK Berlin, distributes print publications in direct sales and via selected bookshops.



Information on publishing at the UdK Berlin

KompetenzWERK of the studierendenWERK BERLIN

The KompetenzWERK of the studierendenWERK Berlin offers a wide range of workshops and counselling services for acquiring key skills for successful studies and career entry. Students can find workshops in the areas of study skills, job & career, self-care and support from the writing centre.



Information

University Archive

The Berlin University of the Arts Archive preserves and catalogues the archives of the university and the educational institutions that preceded it in order to make them accessible for current and future use. The University Archive contains written archives and image collections, as well as bequests and estates, contemporary historical collections and modern administrative documents.

The holdings relate to all artistic disciplines represented at the UdK Berlin:

Visual Arts, Design, Music and Performing Arts.

The University Archive is a public archive within the meaning of the Berlin Archive Act and is open to everyone.



Archive of the Berlin University of the Arts

Berlin Career College

The Berlin Career College offers continuing education at the Berlin University of the Arts. The programme includes the International Summer University, the Leadership in Digital Innovation, Music Therapy, and Sound Studies and Sonic Arts master's degree programmes. Certificate courses offer practical topics such as artistic storytelling, curating, exhibition design as well as biographical- and documentary-based theatre work.

The ARTIST TRAINING project is a continuing education programme at the Berlin Career College for training, advising and networking professional artists in exile.

Numerous other training programmes enable you to gain new ideas and sound knowledge for professional practice in the inspiring environment provided by the Berlin University of the Arts.



Information about
Artist Training Berlin



Information about the
continuing education
programmes offered by
the Berlin Career College
at the Berlin University
of the Arts

Career and Transfer Service Center (CTC)

The CTC's free services are aimed at students and alumni (up to 5 years after graduation) from the Berlin University of the Arts. The Career & Transfer Service Centre (CTC) at the Berlin University of the Arts offers a special training programme to help you position yourself successfully in the cultural and creative industries and deal with all important issues concerned with setting up a business and securing your livelihood.

The workshops are mostly interdisciplinary in nature and enable you to meet students from other degree programmes and to get in touch with alums. Students from the College of Music can earn ECTS points for the Music Management module by attending the workshops.



The CTC programme

Office of Artistic Administration / Orchestral Office at the College of Music

The Office of Artistic Administration / Orchestral Office is a service facility for students and tutors at the College of Music and, amongst other things, is responsible for the following tasks:

- Organising concerts, competitions and other college events
- Organisation of the music festival crescendo
- Publicising college events on www.facebook.com/udk.musik and Instagram @udkberlin.musik
- Coordinating all orchestra activities (rehearsals, attendance certificates, etc.)
- Coordinating the College of Music's scholarship programme: Dr Herbert and Anne-Marie Lembcke Ad-Infinitum-Foundation and the Lucia Loeser Foundation

Opportunities to perform in conjunction with external event organisers are arranged through Musikbörse Berlin. It acts as a job placement agency, providing job opportunities for students and alums from the College of Music and the College of Performing Arts to perform for external organisers (private parties, company celebrations, anniversaries, orchestras, etc.) or teach musical instruments.



Useful information
from the Office of
Artistic Administration
at the College of Music



to the Musikbörse Berlin

Kurt Singer Institute for Music physiology and musicians' health at the UdK Berlin

The Kurt Singer Institute supports and advises students at the Faculty of Music on all questions relating to music physiology and musicians' health. Targeted courses and advisory services support the students of the respective faculties on their way into professional life. The concepts of physical, mental and performance training ensure that students can make music without complaints. They enable students to deal constructively with stress and stage fright and provide an insight into the basics of movement learning.



Further information on the KSI's services and consultation hours at the BCMM

zfkI – Centre for Artistic Teacher Training

The Permanent Joint Commission of the Center for Artistic Teacher Education (SGK - zfkI) is responsible for the networking, coordination and development of artistic teacher education. It is supported by the office, which also organizes and coordinates the internship semester, in cooperation with representatives of the three other teacher training universities in Berlin and the two responsible Senate administrations.



Everything you need to know about teacher training at the Berlin University of the Arts and zfkI's work

Support when starting your career

Career advice at the Agentur für Arbeit

The ZAV-Künstlervermittlung (Artists' Job Placement Office), a supra-regional specialist job agency belonging to the Bundesagentur für Arbeit (Federal Employment Agency), offers advice and job placement services for performing artists. Students from the College of Music, JIB or HZT can also contact the ZAV-Künstlervermittlung.

The Agentur für Arbeit Berlin Nord (Employment Agency Berlin North), provides information about the agency's services and guidance on labour market requirements during your studies and for up to one year after completing your studies, as well as assistance in finding work and internships.



Advice services offered by the Agentur für Arbeit Berlin Nord



All about the ZAV Artist Placement Service

Insights into the Berlin University of the Arts

journal

"journal" – the university magazine for the Berlin University of the Arts – is published four times a year. It showcases artistic work by students and reflects on themes and discourses highlighted in conversations with tutors, studio and workshop visits, essays and interviews. All texts are written exclusively for the magazine. The focus is on the creative process and each issue is dedicated to a main theme through which all the arts can express themselves. An overview of events invites you to get to know the diversity of the artistic and academically creative work at the Berlin University of the Arts – and is thus aimed at both the interested and engaged public as well as university members at the Berlin University of the Arts. "journal" is available at the sites of the Berlin University of the Arts, can be subscribed to free of charge or read online.



All issues of "journal" (the Journal of UdK Berlin) is currently only available in German)

Website and newsletter

You will find all the information you need about the university on the website. The monthly newsletter published during the semester and other newsletters from various departments at the Berlin University of the Arts (College of Music, Sound Engineering, Berlin Career College and many more) will keep you up to date about events, topics, projects and prizes awarded by students and tutors. The newsletters can be subscribed to on the website.



Website of the Berlin University of the Arts



Here you can find an overview of all newsletters

Social media

The Berlin University of the Arts can be found on social media on Instagram (@udkberlin), and on LinkedIn (Berlin University of the Arts). The channels provide an insight into the artistic work at the Berlin University of the Arts and keep you up to date about successes, collaborations, events and study-relevant content. The UdK Berlin alumni network is also present on LinkedIn.

Discover the Berlin University of the Arts

Rundgang – Open Days

Workshops, studios and rehearsal rooms of the Colleges of Fine Arts, Architecture, Media and Design, Music and Performing Arts as well as the Inter-University Centre for Dance Berlin, the Jazz Institute Berlin and the Berlin Career College open their doors at the end of the lecture period of the summer semester (mid-July). From painting, sculpture, and performance to design sketches, fashion shows, and film screenings to concerts, dance, and sound installations, students will show the results and processes of their artistic work.



Dates and information

designtransfer

For more than 30 years, designtransfer has been the stage, gallery and communicative platform for the College of Architecture, Media and Design. designtransfer initiates, coordinates and moderates an exchange between the College and the business world as well as national and international cultural institutions, design studios and universities.

As a communicative interface between the university and the public, designtransfer organises exhibitions, holds events on design topics and is a cooperation partner for external projects and competitions.



Information about designtransfer

UNI.T – Theatre of the Berlin University of the Arts

UNI.T is not like other Berlin theatres. It provides the performance venue for an institution that focuses on training various theatre professions. The university's own theatre space offers students the precious opportunity to rehearse on and behind the stage and to appear before a live audience, who in turn are offered a glimpse into training at the Berlin University of the Arts.



To the current programme and information about tickets

Calendar

With over 500 events a year from all areas of the university, the Berlin University of the Arts is an important cultural organiser in the city. Exhibitions, concerts, symposia, lecture series, music theatre productions, drama, dance and much more can be experienced at the various sites of the Berlin University of the Arts. You can find all of these in the online calendar.



Events at the Berlin University of the Arts

UdK:shop

The UdK:shop is managed by the marketing team of the UdK Berlin. We offer a wide range of products: from high-quality catalogs and artwork to our award-winning coffee-to-go cups and limited small editions of our students' works.

Our marketing team designs individually tailored products for key events such as the tour or the freshman welcome.

The UdK:shop team is always on the lookout for student productions and opportunities for creative collaboration. Under UdK:shop featured, you will find all current collaborations.



The onlineshop of the Berlin University of the Arts



Follow us on Instagram

University sports

Students at the Berlin University of the Arts can make use of the sporting facilities provided by the other Berlin universities. You can find the sports offers at the beginning of each semester on the websites of the Technical University, Free University, Humboldt University, Berliner Hochschule für Technik and the University of Applied Sciences (HTW).

Sports facilities at Berlin's universities

TU Berlin	www.tu-sport.de
FU Berlin	hochschulsport.fu-berlin.de
HU Berlin	hochschulsport.hu-berlin.de
BHT	bht-berlin.de/zeh
HTW Berlin	hochschulsport.htw-berlin.de



Students for students

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Student self-governance

The student body of UdK Berlin has, due to its organisational

and financial independence from the university, its own administration: the General Students' Committee (AStA), the student parliament (StuPa), and the student councils. The general student committee is the executive body of the student body and thus represents the students' interests vis-à-vis the university administration and the committees and faculties. It supports the student councils at the various institutes. It coordinates student initiatives and concerns both within and outside the UdK Berlin, mandated by the resolutions of the student parliament.



AStA website

Student Parliament (StuPa)

The StuPa for the Berlin University of the Arts consists of 30 members elected by the students, who meet once a month during the semester. They discuss and exchange views on university policy issues with the AStA representatives, who are elected and appointed by the StuPa. Meetings are open to the public and are chaired by an elected chairperson. StuPa deals with all issues affecting students at the Berlin University of the Arts. Both AStA and StuPa are non-partisan.



Information about the Student Parliament

Student Councils

The students on a specific degree programme collectively form a student body (known as a "Fachschaft") that may elect its own committee to represent its interests, the Student Council ("Fachschaftsrat"). Student Councils can also be formed on a cross-departmental or campus basis. Students can apply to their Student Council for project funds or propose purchases for teaching and study. The Student Councils' Conference (FSRK) supports projects and schemes across all study programmes as well as initiatives by students whose degree courses are not represented by Student Councils. You can find a list of the current Student Councils, as well as more information about their other tasks and project funding, on the AStA website. On the pages of the student councils you will also find information on various student initiatives.



All important information about the Student Councils

Academic self-governance

The Berlin University of the Arts is both a public corporation and a state institution. It has the right to self-governance within the framework of the Berlin Higher Education Act. The members of the university can make their own decisions in many areas, such as who is appointed as a professor, how funds are distributed or what the study regulations are like.

To make this process work, every university has a large number of committees, councils and commissions that are organised hierarchically.



Overview and information about all the committees and commissions at the Berlin University of the Arts

■ Students can and should also have a say in the committees.



Information about the tasks of the committees and how students can get involved

Climate justice and sustainability

At the Berlin University of the Arts there are many initiatives concerning climate justice with very different focuses. Students, tutors and staff take part in these initiatives in order to question their own actions in terms of climate justice.



Information about the initiatives

Print and online publications

Protocol, Magazine for Architecture in Context

Protocol is an interdisciplinary and independent platform that addresses the current discourse on architecture – loosely based on the concept: Architecture in context. The independent student magazine was initiated by students studying architecture at the Berlin University of the Arts.



Information about all editions of Protocol

eigenart

“eigenart” usually appears once a semester and is a student magazine published by AStA.



Information about “eigenart”, the student magazine of Berlin University of the Arts

Students for students



Information on other
student initiatives

Financial and



social aspects

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BAföG

BAföG stands for "Bundesausbildungsförderungsgesetz" (Federal Training Assistance Act).

The central idea of BAföG is to provide financial support for purposeful education up to and including a vocational qualification. Students at universities and academies are supported during their first study programme until the end of the standard period of study (+1 flexible semester) - even during lecture-free periods. In exceptional cases, the funding can be extended on application, e.g. due to pregnancy, raising children, caring work, disability/serious illness, committee work.

Funding starts at the earliest in the month in which you apply, even if you started your studies earlier!

Whether and how much BAföG is paid depends on individual circumstances.

BAföG is available to German students and, under certain conditions, international students as well, such as EU citizens and people with a settlement permit or who are recognised as refugees, as well as their family members.

The basic rule is: Anyone who wants to receive BAföG must not have reached the age of 45 at the start of their studies.

However, exceptions to this age limit apply, for example, to second-chance students, students with children under the age of 14 and students with disabilities and chronic illnesses.

Further information and all changes to the BAföG reform 2024 can be found on the website of the Federal Ministry of Education and Research.



Official BAföG website provided by the Federal Ministry of Education and Research

BAföG advisory service

The BAföG office is part of the studierendenWERK BERLIN and answers questions on eligibility and application during the initial counselling session.

Be careful if you change subjects! There is a risk that you will lose your BAföG after four semesters or that part of the BAföG you have received will be converted into a bank loan. If you wish to change your subject for an important reason, you must notify the BAföG office by the beginning of the 4th semester at the latest.



BAföG advisory service provided by studierendenWERK BERLIN

Other sources of financial support

The Berlin University of the Arts Solidarity Fund

The fund was set up at studierendenWERK BERLIN and is financed by donations. From this fund, all Berlin University of the Arts students in financial need can receive grants for projects, materials, fees, licences and work equipment. These are one-off grants.



All information about the Berlin University of the Arts Solidarity Fund

Social advisory service

The social advisory service at studierendenWERK BERLIN offers comprehensive advice on how to finance your studies. Possibilities include BAföG, financial support from parents, scholarships and bursaries, jobs, other legal entitlements and, in certain situations, student loans. In addition, studierendenWERK BERLIN grants loans and, in special emergency situations, support from an emergency fund.

The social advisory service also offers advice for pregnant students and students with children.



The social advisory service at studierendenWERK Berlin

Scholarships and bursaries

It is possible to finance all or part of your studies through scholarships. However, the requirements for this are usually high (performance, commitment, motivation). And it is worth studying the range of organisations and foundations that award scholarships carefully.

There are also a number of special scholarships for students with particular challenges.



Information on the topic of student financing

Student loans

As a rule a student loan should only be taken out if there is no other alternative. Student loans from the Studentische Darlehnskasse e. V. are available to all students at the Berlin University of the Arts as well as to students at other Berlin member universities.



Information about student loans from the Studentische Darlehnskasse e. V.

Work and jobs

Short-term employment

Within any one year, you can work for a limited period of three months or 70 working days without paying statutory social insurance contributions if the employment contract provides for a limited period of employment from the outset. It does not matter how much you earn during this period. Several short-term jobs within one year are added together.

Low-income employment

The monthly income limit for all mini-jobs is 538 euros. The number of hours worked per week is no longer relevant for statutory social insurance purposes. Several low-income jobs will be added together. Mini-jobbers are exempt from health, long-term care and unemployment insurance. However, they are subject to compulsory pension insurance, from which they can be exempted on application. It is compulsory to pay statutory social insurance contributions if the income limit is exceeded.

Regulation for working students

Under certain conditions, students enrolled in full-time studies can work without having to pay statutory social insurance contributions (health insurance, nursing care insurance and unemployment insurance are not deducted). An essential requirement is that the studies continue to be the main focus of the student and the employment is of secondary importance. This is met if:

- No more than 20 hours per week are worked during the semester
- More than 20 hours per week are worked, but the majority of the hours are worked in the evenings, at night or at weekends.
- More than 20 hours per week are worked, a maximum of 26 weeks in the course of a calendar year.
- Several jobs are also added together here. You can work full-time during the semester holidays.



Detailed information can be found on the Deutsches Studentenwerk website.

Job placements

StudierendenWERK BERLIN can provide you with important information about what should be considered when taking on a part-time job. You can also find suitable jobs on the "stellenwerk" job portal.

If you are looking for a job at the university itself, it is also advisable to pay attention to the postings in the colleges, register for the email distribution list for your degree programme, and use "Stellenticket", the job portal of the Berlin University of the Arts. Here you will always find job offers, e.g. as a student assistant. Other ways of finding jobs include using popular networks such as Xing, LinkedIn, etc., or private job agencies.

Information about part-time jobs at studierendenWERK BERLIN
<https://www.stw.berlin/jobben/infos-studijob.html>

Berlin University of the Arts job portal: Job ticket
stellenticket.udk-berlin.de/en/welcome/

effektiv – Student employment agency
jobstudent.de

Information about jobs and internships abroad
ba-auslandsvermittlung.de

Insurance

Accident insurance

Upon enrolment, you are automatically covered by statutory accident insurance against the consequences of accidents causally related to you attending the university.

Health insurance

Enrollment is not possible without proof of health insurance. Detailed information on this can be found on our website and at the health insurance companies.



Tips and information about health insurance

Social insurance

Jobs that do not exceed certain work and salary limits are exempt from compulsory health, nursing care and unemployment insurance. If you have any questions about social insurance for students, you can also contact studierendenWERK BERLIN.



Information about social insurance can be obtained from the social advisory service at studierendenWERK BERLIN

Discounts and concessions

International Student Identity Card

The International Student Identity Card – ISIC for short – is the international ID card for students. With this card, students can take advantage of numerous discounts and services in over 130 countries. The ISIC is valid for one year from the date of issue and costs about 20 euros. It can be ordered directly online and is also available at STA-Travel.



More information about the International Student Identity Card

Radio and television

You can be exempted from paying the licence fee for radio and television under certain conditions. You must be receiving BAföG and not be living with your parents.



Information about gaining exemption from the radio and television licence fee

Long-distance travel

On presentation of your student ID card, you can get discounts for

- Air travel
- Rail travel
- Coach travel within the Federal Republic of Germany

Detailed information is available from Deutsche Bahn AG and travel agencies, in particular the DER and STA-Travels travel agencies.

ClassicCard

The ClassicCard enables young people up to the age of 30 to attend concerts, opera and ballet at greatly reduced prices. It is an offer from the Staatsoper Unter den Linden, Staatsballett Berlin, Deutsche Oper Berlin, Komische Oper Berlin, Pierre Boulez Saal, Konzerthaus Berlin, Berliner Philharmoniker and Rundfunk Orchester und Chöre GmbH.



Information is available on the ClassicCard website

HEKTICKET

At the HEKTICKET Pavilion Hardenbergplatz 1 in Berlin (at the entrance to the underground station Zoo) tickets for theatre performances, concerts etc. are available at a reduced price on the day of the performance.

Opening hours: Mon–Fri, 2 to 6 pm
customer-care@hekticket-service.de



to HEKTICKET

Financial and social aspects

Do you have feedback? If you are missing a topic in the booklet, if something is unclear, or if you would like to give us a hint, please contact us at marketing@udk-berlin.de.

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Universitätsstruktur
University structure

