

**Bewerbungsphase für das akademische Jahr  
2025/26  
01.12.2024 bis 31.01.2025**



# ERASMUS+ COORDINATION AT THE DEPARTMENT OF EARTH SCIENCES

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**01** Advice on the topic of  
studying abroad

**02** Support for students in the  
application process and  
during their stay abroad

**03** Supporting the networking  
of students

**04** Referral to other  
coordinations

Erasmus Coordinator:  
Prof. Dr. Henning Rust  
Assistance: Nele Dietrich  
Room C117/C118

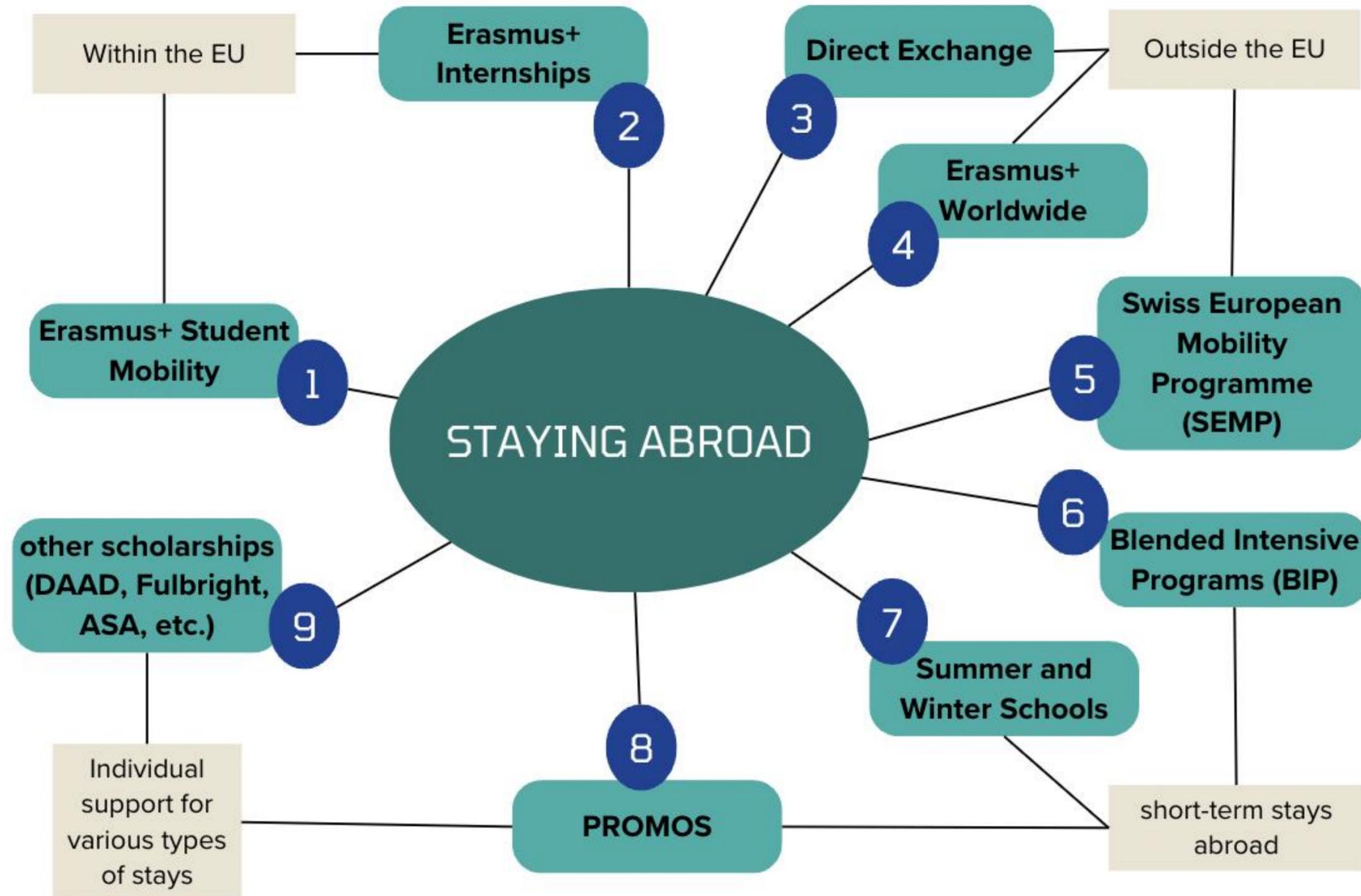
E-Mail: [erasmus@geo.fu-berlin.de](mailto:erasmus@geo.fu-berlin.de)

Tel. +49 (0)30-83858646

Office Hours: Tuesday, 15.00 – 16.00,  
otherwise by arrangement

Instagram: [geoerasmus.fub](https://www.instagram.com/geoerasmus.fub)

# Studying Abroad- But How?



# DIRECT EXCHANGE

## GLOBAL EXCHANGE PROSPECTS



### Contact

Studierenden-Service-Center (SSC)

Iltilstr. 4 (U-Bahnhof Dahlem Dorf), 14195 Berlin

Mrs. Sabine Simon (North- and Southamerica, Australia)

And Mrs. Kathleen Plotka (Asia, Africa, Europe)

**Tel:** +49 (0)30 838 -73929 oder -66591

**E-Mail:** [auslstud@fu-berlin.de](mailto:auslstud@fu-berlin.de)

**Office hours:** Tuesdays 9:30 - 12:30 & 14:00 - 17:00

and Thursdays 9:30 - 12:30 Uhr & 14:00 - 17:00 Uhr

### Funding

- Tuition fee waiver at partner university
- Potentially additional scholarship provided by partner university
- No monthly allowance as provided by Erasmus+!  
→ alternatively funding through PROMOS possible

### Application

Online Application form,  
Certificate of enrollment, transcript of records (grades better than 2.5), copy of graduation certificate if applicable, letter of motivation, letter of recommendation, language certificates (at least level B2)

### Application deadlines

Application deadlines for 2025/26:

**03.12.** Asia (English speaking program), Japan, Korea, China/Taiwan

**07.01.** MENA, East-Europe, Central Asia, Lebanon, Morocco, Kazakhstan, Uzbekistan

**28.01.** UK, Canada, Italy, Latin America, Brazil

# ERASMUS+ WORLDWIDE

## GLOBAL EXCHANGE WITH ERASMUS +



### Contact

Erasmus+ weltweit Team / Regina Rahm  
Studierenden-Service-Center (SSC)  
Iltisstraße 4 (U-Bahnhof Dahlem Dorf)  
14195 Berlin

**Telefon:** +49 (0) 30 838 73412

**Email:** [erasmusworld@fu-berlin.de](mailto:erasmusworld@fu-berlin.de)

**Office hours:** Tuesday 14:00 - 17:00 and Wednesday 9:30 - 12:30

### Funding

- Monthly mobility allowance (700 €)
- Travelgrants depending on travel distance
- Additional funding for 'green travel'
- Tuition fee waiver at partner university

### Application

Online Application form,  
Certificate of enrollment, transcript of records (grades better than 2.5), copy of graduation certificate if applicable, letter of motivation, letter of recommendation, language certificates (at least level B2)

Application through Direktaustausch, with few exceptions

### Application deadlines + exchange placements

- Same deadlines as for Direktaustausch
- Countries for 2025/26: Bosnia and Herzegovina, Montenegro, Israel, Canada, USA
- Placements can change every year, exchange only possible for one term

# SUMMER- AND WINTERSCHOOLS

## SHORT TERM STAYS ABROAD

Summerschool in Albania 2024



### Summer-/Winterschools

- Individual offers by Universities
- Language classes or seminars with a thematic focus
- Short stays of one to three weeks
- In some cases, a nomination by the FU is necessary
- ECTS can be accredited
- <https://www.summerschoolsineurope.eu/>

### Funding

- Financing must be organized independently
- Possibly apply for a scholarship (PROMOS, DAAD etc.)

### Application

- Depends on program
- Potentially: Application form, certificates, CV, letter of motivation

# PROMOS

## FUNDING FOR VARIOUS, INDEPENDENTLY ORGANIZED (SHORTER) STAYS ABROAD WORLDWIDE



### Kontakt

ROMOS-Team / Anne Mbakwe

Studierenden-Service-Center (SSC)

Ittisstr. 4 (U-Bahnhof Dahlem Dorf), 14195 Berlin

Tel: +49 (0)30 838-64806

E-Mail: [promos@campus.fu-berlin.de](mailto:promos@campus.fu-berlin.de)

Sprechzeiten: dienstags und donnerstags 9:30 - 12:30 Uhr

### Funding

- Partial scholarship installment (amount depends on the destination country)
- Travel allowance (depending on the destination country)
- Course fee lump sum (only for language and specialist courses, always €500)

### Options

- Study abroad in non-European countries + UK
- language courses, internships
- Preparation of final theses
- specialized courses
- Group study trips and competition trips

### Application Deadlines

- Two application deadlines:
- In October/November for stays abroad in the first half of the following year.
- In April for stays abroad in the second half of the year.

# ERASMUS+ INTERNSHIPS

FUNDING FOR INDEPENDENTLY ORGANIZED  
FULLTIME INTERNSHIPS FOR 2 TO 12 MONTHS



## Contact

Nicole Roehl & Isabel Wiese

Abteilung IV C - Internationale Studierendenmobilität

Studierenden-Service-Center (SSC)

Iltisstr. 4 (U-Bahnhof Dahlem-Dorf)

Tel.: +49 30 - 838 70186

E-Mail: [erasmus-praktikum@fu-berlin.de](mailto:erasmus-praktikum@fu-berlin.de)

Office hours. Thursday 9:30 - 12:30 Uhr (Offene Präsenz-Sprechstunde)

## Finanzierung

- Monthly support depends on destination. Group 1: 750 €, Group 2 and 3: 690€, all other countries: 700€, except for a few that are not in Europe but are still in Group 1
- Travel expenses for destinations worldwide

## Bewerbungsunterlagen

- Learning Agreement für Traineeships
- Certificate of Enrollment
- Transcript of Records
- Letter of Motivation
- Online Form
- Declaration of honor in case you apply for top ups

## Bewerbungsfristen

- Application must be submitted at least 3 months before the start of the internship

# Part I



Any questions?



# ERASMUS+ STUDIES

ABROAD IN THE EU FOR ONE OR TWO TERMS



## Contact

Geoerasmus-Team

Tel. +49 (0)30-83858646

[erasmus@geo.fu-berlin.de](mailto:erasmus@geo.fu-berlin.de)

## Contact

Erasmus+ Team FU Outgoings

Tel.: +49 (0)30 838-73401

E-Mail: [outgoing-erasmus@fu-berlin.de](mailto:outgoing-erasmus@fu-berlin.de)

## Program

- Monthly mobility allowance
- Tuition fee waiver at partner university
- 12 months funding per level of study, minimum 2 months
- Participation possible from 2<sup>nd</sup> (Master) or 3<sup>rd</sup> (Bachelor) semester

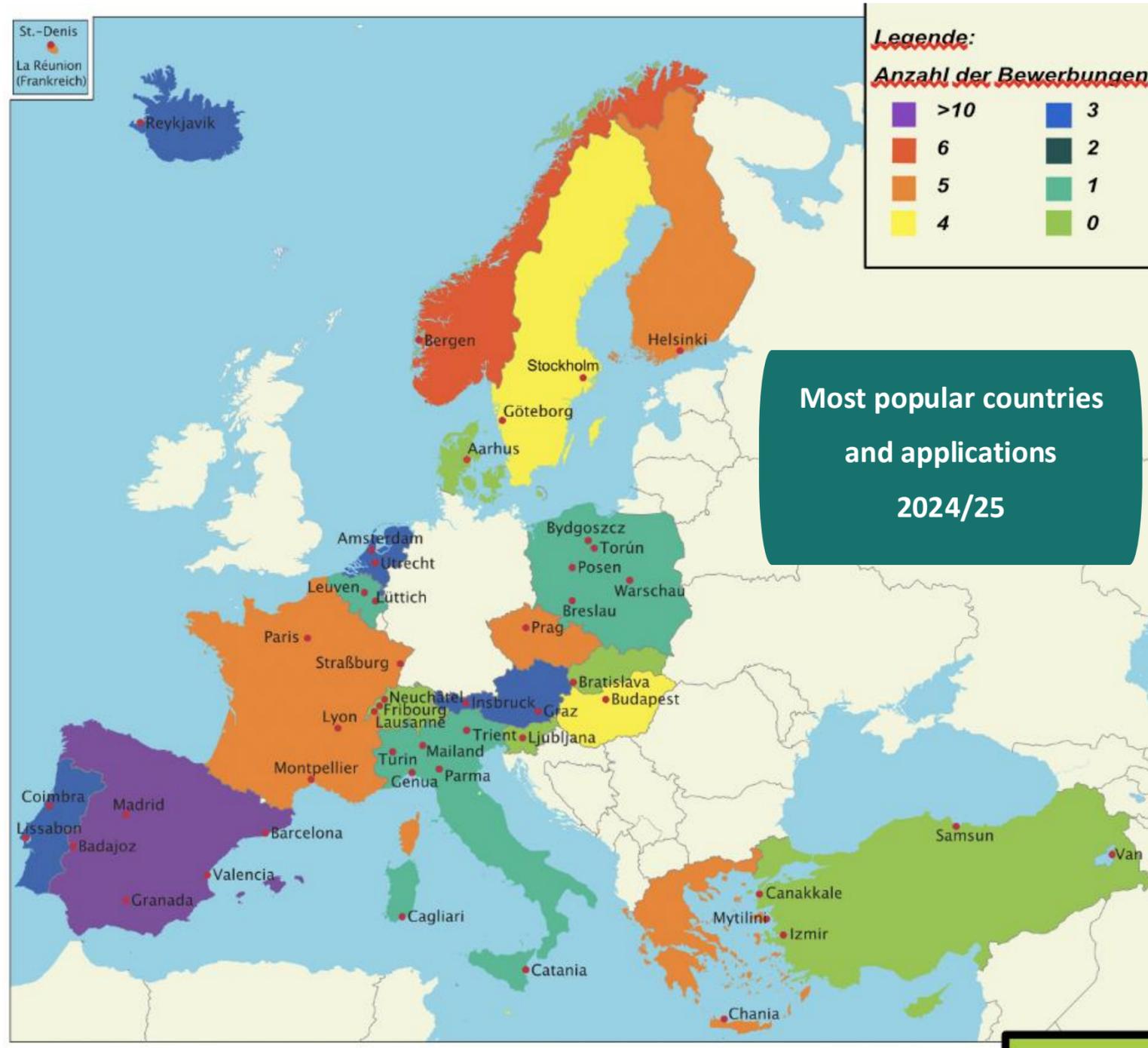
## Application

- Online Application form, Certificate of enrollment, transcript of records, copy of graduation certificate if applicable, letter of motivation, language certificates, CV
- Application is to be sent to [erasmus@geo.fu-berlin.de](mailto:erasmus@geo.fu-berlin.de)

## Application periods

- First application period for the whole academic year  
2025/26: 01.12.2024 - 31.01.2025
- Second application period for the summer term  
2026: 01.05.2025 - 15.05.2025

# EXCHANGE WITHIN THE GEOSCIENCE FACULTY

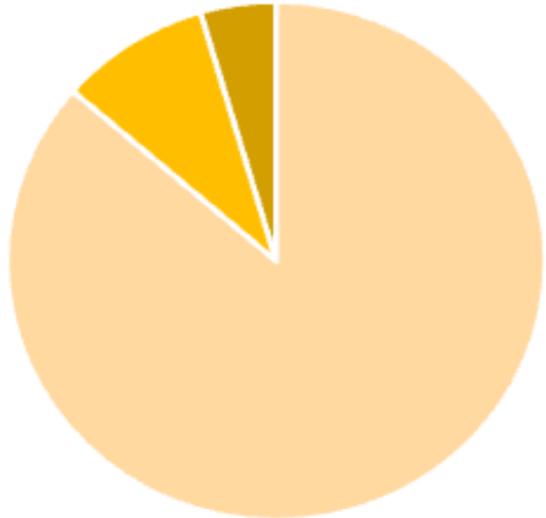


## Most popular Universities (last 3 years)



1. Bergen
2. Reykjavik
3. Helsinki

## Application by courses (2024/25)



Geographie Geologie Meteorologie

# ERASMUS+ STUDIES

## Exchange placements Geosciences



### How do I find a suitable exchange placement?

- Where do I want to study?
- Which places are available for my study programme?
- What is my academic field of interest?
- Which university offers courses in this field?
- Do I speak the language of instruction?
- Do I need to obtain a language certificate? Where can I get the certificate?
- Do I need more consultation?

### Expectations

- Attend and pass a minimum of 15 ECTS
- Expectations from partner universities might be higher

# EXCHANGE OPTIONS

## Suche nach Austauschmöglichkeiten

Zum Beispiel nach Austauschprogramm (Erasmus+ Studium Europa), Fachbereich - Institut (Kunsthistorisches Institut) und Studienniveau (Bachelor).

|   |   |
|---|---|
| Volltextsuche                             | Fachbereich - Institut / Department - Institute ▾ |
| Austauschprogramm / exchange program ▾    | Land ▾  |
| Partnerhochschule / partner institution ▾ | Studienniveau / level of studies ▾                |
| Studiengang / degree program ▾            | Erneuerung ▾                                      |

MoveOn4: <https://fuberlin.adv-pub.moveon4.de/austauschmoeglichkeiten/>

# EXCHANGE OPTIONS

## Austauschplätze Geographies of Global Inequalities

### 2. Exchange Geographies of Global Inequalities

(\* ) means that the agreement still needs to be fully approved by the partner institution

| Gastuniversität/<br>Partner University | Subject Area           | M.Sc. | Monate (pro. akad. Jahr)<br>Months per academic year |
|--|------------------------|-------|--|
| NL Utrecht*                            | <u>Geography</u> **    | 1     | 5  |
| E Madrid                               | <u>Geography</u>       | 1     | 5  |
| B Liège                                | <u>Geography</u>       | 1     | 5  |
| CZ Prag                                | <u>Geography</u>       | 1     | 5  |
| P Lisboa                               | <u>Geography</u>       | 1     | 5  |
| G Aegeas                               | <u>Geography</u>       | 1     | 5  |
| N Bergen*                              | <u>Geography</u>       | 1     | 5  |
| S Lund*                                | <u>Geography</u>       | 1     | 5  |
| S Stockholm*                           | <u>Human Geography</u> | 1     | 5  |
| I Turin*                               | <u>Geography</u>       | 1     | 5  |

## ERASMUS+ Studierendenmobilität - Vereinbarte Plätze - Outgoing

1. Diese Plätze gelten für folgende Studiengänge: Geographische Wissenschaften (B.Sc.), Geologische Wissenschaften (B.Sc.), Meteorologie (B.Sc.), Geographische Entwicklungsforschung (M.Sc.), Geographische Umweltforschung (M.Sc.), Geologische Wissenschaften (M.Sc.), Meteorologie (M.Sc.)

(Stand 19.12.2023)

| Gastuniver-<br>sität | Subject area (Studiengang)   | BSc | MSc | BSc<br>oder<br>MSc | max.<br>Monate (pro<br>akad.<br>Jahr) | Erfahrungsbericht<br>(nicht unbedingt<br>fachbezogen) |
|----------------------|--|-----|-----|--------------------|---------------------------------------|---|
| A Graz               | <u>Geography (also available for students from the program "Planetary Sciences and Space Exploration")</u> |     |     | 2                  | 20                                    | <u>2016/17</u>  |
| A Innsbruck          | <u>Geography, Geology, Meteorology</u>   |     |     | 2                  | 20                                    | <u>2023/24</u>  |
| B Leuven             | <u>Geography, Geology, Meteorology</u>   |     | 1   |                    | 10                                    | <u>2014/15, 2016/17</u>                               |
| B Liège              | <u>Geography, Geology, Meteorology</u>   |     |     | 2                  | 20                                    | <u>2014/15, 2015/16</u>                               |
| DK Aarhus            | <u>Geologie</u>  |     |     | 2                  | 20                                    |   |
| CH Fribourg          | <u>Earth Sciences</u>  |     |     | 2                  | 10                                    |   |

# FUNDING

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## 01 One-time grants (250€)

Green travel (exception: €50), first-time graduates, students with chronic illnesses or a degree of disability, employed students, students with children

## 02 Monthly funding

Day-by-day calculation of funded days, 70% of the money is paid at the beginning and 30% after submission of the final documents.

Country rate per month (currently 2024/25: LG 1: 600 euros, LG 2 & LG 3: 540 euros)

## 03 Additional funding

Applying for foreign student loan (Auslandsbafög) → regular student loan (Bafög) will no longer be paid abroad.

# FUNDING

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## Grant for the academic year 2023/24:

- 1st Group 1 (600 euros per month): Denmark, Finland, Ireland, Iceland, Liechtenstein, Luxembourg, Norway, Sweden.
- 2nd group 2 (540 euros per month): Austria, Belgium, Cyprus, France, Germany, Greece, Italy, Malta, Netherlands, Portugal, Spain.
- 3rd group 3 (490 euros per month): Bulgaria, Estonia, Croatia, Latvia, Lithuania, Poland, Republic of North Macedonia, Romania, Serbia, Slovakia, Slovenia, Czech Republic, Turkey, Hungary.

# APPLICATION DOCUMENTS

| Dokument                  | Anmerkung   |
|---------------------------|---|
| Online Application Form   | only available during the application period  |
| Letter of Motivation      | See website for instructions  |
| Language Certificate      | not older than 2 years, Abitur certificate cannot be used, in any case necessary except for native speakers and universities where German is taught in German |
| Certificate of Enrollment | Current semester  |
| Transcript of Records     | In any case about started and completed work, for MA students: Bachelor's certificate   |
| Tabular Cv                |   |

All documents as one PDF to [geoerasmus@zedat.fu-berlin.de](mailto:geoerasmus@zedat.fu-berlin.de)!  
Some of the documents must be submitted in the online form as well.



# MOTIVATIONSSCHREIBEN

## Introduction

Formal greeting, short introduction (semester, study program, choice of destinations)  
Duration of stay

## Main Section

### Explanation of the choice of target universities

- Detailed description of study/research project
- What subjects/fields are you interested in?
- Explain your choice of courses
- How will these courses help you to deepen your studies?
- What are your expectations?
- How will studying abroad help you in the future? (Bachelor's thesis, finding your specialization in your studies, Master's degree, job prospects, etc.)
- **Explain which courses you would choose for each destination university**

### Reason for choice of location

- Why do you want to go to this country/region/city?
- What inspires you?
- Are you studying the language? How good are your language skills?
- Have you known the country through FSJ, family visits, etc.?

## Closing

Concluding sentence (short summary of your letter of motivation)  
Formal greeting

**You only have to write one letter of motivation that includes your arguments for all three universities!**

Download this guide [here](#).

# LANGUAGE CERTIFICATES

Required language levels need to be proven with the application

## Usual Requirements:

BA Programme: B1/B2

MA Programme: B2/C1

Tests can be taken free of charge at FU!

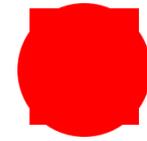
Applications are to be turned in with the language centre.

## Upcoming Appointments:

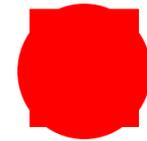
English: Ask the Office for an appointment

French: 13.01.2025 sign up for it as soon as possible, Deadline: 09.01.2025

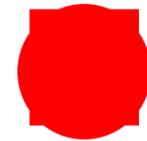
Spanish: 21.01.2025, Deadline: 14.01.2025



Language certificate cannot be older than 2 years!



Abiturcertificates are not accepted as a proof of language certificate!



Proof of language, created on basis of Abiturcertificates also are not accepted as proof!



Other certificates such as DELE, IELTS etc. can or must be turned in

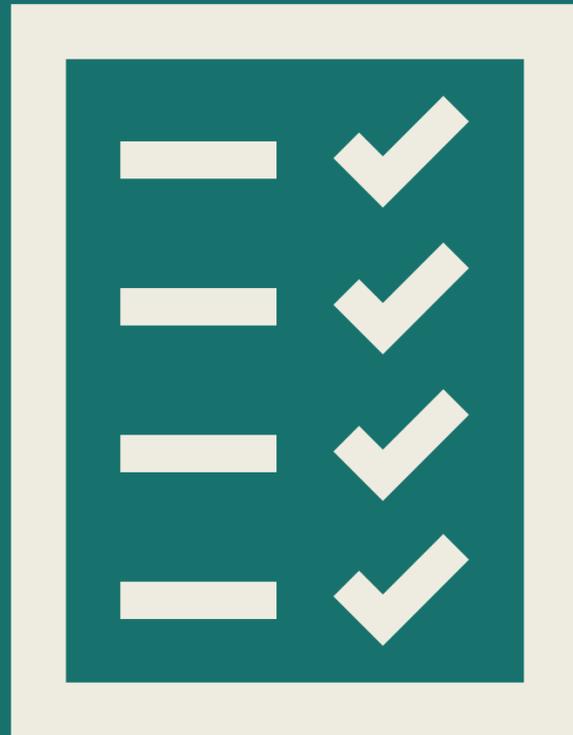


Tests for other languages can be attained at FU individually for languages: Arabic, Italian, Japanese, Polish, Portuguese, Russian and Turkish



2<sup>nd</sup> mother tongue needs to be proven, language certificate is potentially not necessary, individual agreements necessary!

# EVALUATION CRITERIA



Complete application, documents submitted on time

Content and formal design of the letter of motivation

Fulfilment of the language requirements

Academic achievements and Influence of the study  
abroad programme on the course of study

Volunteer Work

# ACCREDITATION

## ACCREDITATION OF ECTS OBTAINED ABROAD

- Affiner Bereich
- Replacing a certain course
- Elective courses
- ABV-Courses

### Documents:

- Learning Agreement + "Beiblatt"
- Transcript of Records
- Form for Accreditation

### Section to be completed BEFORE THE MOBILITY

**Table A: Study programme at the receiving institution - Studienprogramm an der Gasthochschule**

Student's last name(s): ..... Student's first name(s): .....

Planned period of the mobility: from ..... (month/year) until ..... (month/year)

Hinweis: Studierende der FU müssen Kurse im Umfang von **mindestens 15 ECTS pro Semester** an der Gasthochschule vollständig absolvieren, **d.h. inkl. Prüfungsleistungen der Gasthochschule**, um am Erasmus+ Programm teilnehmen zu können. Dies gilt unabhängig vom Anerkennungsvorhaben (Tabelle B).

| Component <sup>5</sup><br>code<br>(if any) | Component title (as indicated in the course<br>catalogue) at the receiving institution | Semester<br>or term<br>[autumn/<br>spring/<br>summer] | Number of ECTS<br>credits or equivalent <sup>6</sup><br>to be awarded by the<br>receiving institution<br>upon successful<br>completion |
|--|--|---|--|
|  |  |   |  |
|  |  |   |  |
|  |  |   |  |

### Examination board

#### Geographie (B.Sc.) und Geographische Umweltforschung

**(M.Sc.)** : Prof. Dr. Karl Tilmann Rost

*Vertretung: Prof. Dr. Wiebke Bebermeier*

#### Geographische Entwicklungsforschung (M.Sc.): Prof. Dr.

Ulrike Beisel

*Vertretung: Prof. Dr. Antonie Schmiz*

#### Geographies of Global Inequalities (M.Sc.): Prof. Dr.

Antonie Schmiz

#### Meteorologie: Prof. Dr. Henning Rust

*Vertretung Meteorologie: Prof. Dr. Stephan Pfahl*

#### Geologie (B.Sc. + M.Sc.): Prof. Dr. Georg Kaufmann

#### Planetary Sciences (M.Sc.): Prof. Dr. Lena Noack

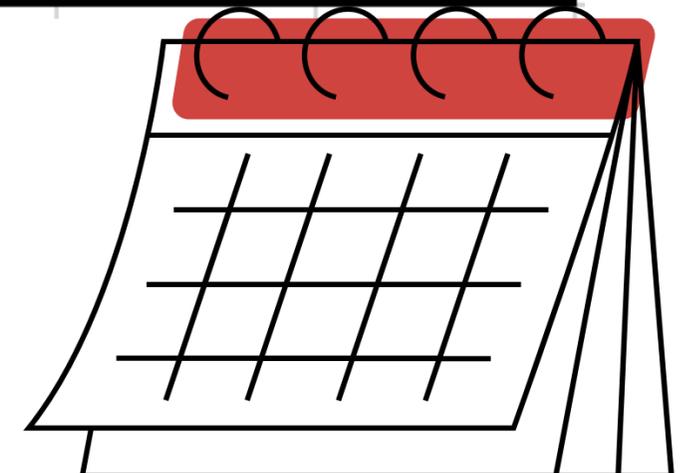
*Vertretung: Prof. Dr. Fabian Fassnacht*

# PROCESS

|  | Januar | Februar | März   | April                       | Mai | Juni                   | Juli | August |
|--|--------|---------|--------|-----------------------------|-----|------------------------|------|--------|
| <b>Application Deadline. Please contact us if you did not receive a confirmation of receipt!</b> | 31.01. |         |        |                             |     |                        |      |        |
| <b>Feedback regarding the allocation/acceptance or rejection</b>                                 |        | 28.02.  |        |                             |     |                        |      |        |
| <b>Feedback regarding acceptance/cancellation of the place</b>                                   |        |         | 10.03. |                             |     |                        |      |        |
| <b>Nomination at the partner institution</b>   |        |         |        | depending on the university |     |                        |      |        |
| <b>Notification by the partner institution</b>   |        |         |        |                             |     |                        |      |        |
| <b>Application at the partner institution</b>  |        |         |        |                             |     | LA as soon as possible |      |        |
| <b>Processing the Learning Agreement (LA) and Issuance of the Grant Agreement</b>                |        |         |        |                             |     |                        |      |        |

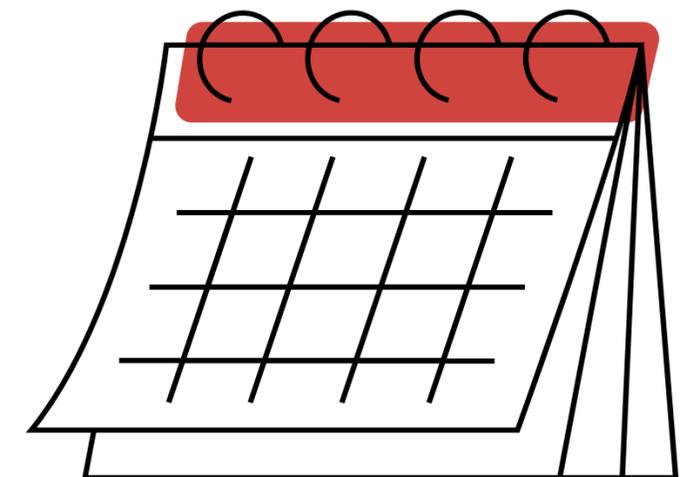
The Grant Agreements are only issued after the Learning Agreement has been submitted!

In some cases, the Learning Agreement must already be submitted as part of the application to the partner university.



# ACCOMPANYING EVENTS

|                  |   |
|------------------|---|
| <b>Januar</b>    | Networking meeting in January with incoming students and a chance to get all your application questions answered  |
| <b>February</b>  | <i>Welcome back Meeting</i> of the outgoings from the winter semester, discussion of experience reports   |
| <b>April</b>     | Info Day for the Application Period in May  |
| <b>June</b>      | <i>Welcome Back Meeting</i> of the outgoings of the summer semester, discussion of experience reports   |
| <b>June/July</b> | Two info meetings for outgoings for the winter semester (geosciences and from the central outgoing team), discussion of funding and learning agreements |
| <b>October</b>   | Two info meetings for outgoings for the summer semester (geosciences and from the central outgoing team), discussion of funding and learning agreements |



# INFORMATION



## Let us inform you

at the information events organized by the Geoerasmus Coordination and the central outgoing team.

## Find out for yourself

on our website about deadlines, experience reports, application documents, other contact points, etc. There you will also find further information material to download.

## Find information on the go

On our Instagram channel and in our newsletter, we provide brief and concise information about upcoming events.

## Network with others

at the info meetings, because there you have the opportunity to get in touch with other students.

## Upcoming Dates

Application phase winter semester  
2025/26 and summer semester 2026  
01.12.2024 until 31.01.2025

Get Together in January, exact date  
to be announced



# Erasmus+ in Bergen





# Thank you for listening!



## Any questions?