



International Business

Bachelor's Programme

Masters's Programme

Eligibility Requirements and Admission

- | | |
|--|--|
| <ul style="list-style-type: none"> • Fachhochschulreife (Advanced technical college certificate) or • Allgemeine Hochschulreife/Abitur (General higher education entrance qualification; GCE A-levels) or • Relevant higher education entrance qualification as specified in § 11 II BerlHG • Proof of English language proficiency (see page 6) | <ul style="list-style-type: none"> • Bachelor of Arts with 210 credit points or equivalent • Proof of English language proficiency |
|--|--|

Standard Study Period

- | | |
|---|-----------------------------------|
| <ul style="list-style-type: none"> • seven semesters, full-time • a 17-week internship abroad in the 6th semester | <p>three semesters, full-time</p> |
|---|-----------------------------------|

Qualification

Bachelor of Arts

Master of Arts

Credit Points to obtain

210 Credit Points

90 Credit Points

Fit for an International Enterprise

Each semester, the Department of Economics I (Business Administration) at the HTW offers an undergraduate degree programme in International Business taught entirely in English. The 7 semester full-time Bachelor's course (Bachelor of International Business) gives students an opportunity to develop competences in business administration and imparts them with the ability to think on an international scale. It prepares them for executive positions in internationally active corporations or small and medium-sized firms. The programme includes a 17-week internship abroad and a 8-week Thesis period.

The course is distinguished by its internationality with students representing approximately 30 different countries as well as a globally recognized research faculty, excellent technological facilities, and close connections to the corporate world via guest speakers and the Academic Advisory Board. This ensures that students are not only taught by university lecturers, but are also in continuous contact with entrepreneurs running businesses or people working with successful international enterprises.

Why should I choose the HTW?

The University of Applied Sciences Berlin (HTW) is Berlin's newest and largest application-oriented comprehensive university. Opened in 1994 in the eastern part of the capital following a three-year development phase after reunification, the HTW offers an impressive range of study programmes in five different departments spanning fields from engineering, computer science and economics, to culture and design.

The HTW is regularly distinguished for the high quality of its study programmes. New syllabi as well as young and dynamic professors have contributed to the impressive reputation and ranking of the HTW in Berlin and in Germany. The university was formerly selected as "Best Practice - University" and holds the title of "Reform Fachhochschule" and "Total E-Quality Science Award".

It is further famous for its practical, hands-on approach and close cooperation with commercial enterprises. Not only does the HTW provide up-to-date know-how, but it is also able to swiftly respond to a rapidly changing work environment. What primarily attracts students to the HTW is its clear structure and organisation of degree courses, the small class sizes (up to 40 students) and the evaluation of each student's progress throughout the term.

Together with other key qualifications, foreign language training is an integral part of each student's experience at the HTW. Students can choose from a wide range of foreign language courses at all proficiency levels.

The HTW has two premises: the Treskowallee Campus in Karlshorst and the Wilhelminenhof Campus in Oberschoeneweide. Both buildings are modern, comfortable and equipped with up-to-date technology devices.

| | | Semester 1 | | | | Semester 2 | | |
|---------------------------|------------------------------|------------|-------|-------------|-----------|------------|-------------|-----------|
| | | Mode | Type | Cr | | Type | Cr | |
| 1 | Intercultural Management | CM | SL/SA | 2/2 | 5 | | | |
| 2 | Introduction to Business | CM | SL | 4 | 5 | | | |
| 3 | Introduction to Economics | CM | SL | 4 | 5 | | | |
| 4 | International Business Law 1 | CM | SL | 4 | 5 | | | |
| 5 | Business Mathematics | CM | SL/SA | 2/2 | 5 | | | |
| 6 | Foreign Language | EM | PA | 4 | 4 | | | |
| 7 | Financial Accounting | CM | | | | SL | 6 | 6 |
| 8 | Macroeconomics | CM | | | | SL | 4 | 5 |
| 9 | International Business Law 2 | CM | | | | SL | 4 | 5 |
| 10 | Statistics | CM | | | | SL/PCA | 2/2 | 5 |
| 11 | Marketing | CM | | | | SL | 4 | 5 |
| 12 | Foreign Language | EM | | | | PA | 4 | 4 |
| Total per semester | | | | 16/8 | 29 | | 20/6 | 30 |

Form of teaching:

SA=
Supervised Activities

PCA=
PC Activities

PA=
Practical Activities

SL=
Seminar-style Lecture

PS=
(Project) Seminar

Type of Module:

CM=
Compulsory Module

EM=
Elective Module

| | | Semester 3 | | | | Semester 4 (Mobility Semester) | | |
|---------------------------|---|------------|-------|-------------|-----------|-----------------------------------|-------------|-----------|
| | | Mode | Type | Cr | | Type | Cr | |
| 13 | Cost Accounting | CM | SL/SA | 2/2 | 5 | | | |
| 14 | Corporate Finance | CM | SL/SA | 2/2 | 5 | | | |
| 15 | Innovation Management | CM | SL | 2 | 5 | | | |
| 16 | Applied Statistics | CM | PCA | 2 | 5 | | | |
| 17 | Academic Writing and Research Methods | CM | SL/SA | 2/2 | 6 | | | |
| 18 | Managing Organisations | CM | SL | 4 | 5 | | | |
| 19 | Management Accounting | CM | | | | SL | 4 | 6 |
| 20 | International Management | CM | | | | SL | 4 | 5 |
| 21 | Project Management | CM | | | | PA | 2 | 5 |
| 22 | Regional Studies | EM | | | | PA | 2 | 5 |
| 23 | Elective Module 1 e.g. Human Resource Management | EM | | | | PA | 4 | 5 |
| 24 | Supplementary Module 1 | EM | | | | PA | 2 | 2 |
| 25 | Supplementary Module 2 | EM | | | | PA | 2 | 2 |
| Total per semester | | | | 12/8 | 31 | | 8/12 | 30 |

Semester 5

| | | Mode | Type | | Cr |
|---------------------------|---|------|--------|--------------|-----------|
| 26 | Financial Markets, Institutions and Investment | CM | SL/SA | 2/2 | 5 |
| 27 | International Economics | CM | SL | 4 | 5 |
| 28 | Company Taxation | CM | SL/SA | 2/2 | 5 |
| 29 | Information Management | CM | SL/PCA | 2/2 | 5 |
| 30 | Elective Module 2 e.g. International Marketing | EM | PA | 4 | 5 |
| 31 | Elective Module 3 e.g. Digital Transformation | EM | PA | 4 | 5 |
| Total per semester | | | | 10/14 | 30 |

Form of teaching:

SA=
Supervised Activities

PCA=
PC Activities

PA=
Practical Activities

SL=
Seminar-style Lecture

PS=
(Project) Seminar

Type of Module:

CM=
Compulsory Module

EM=
Elective Module

SWS=
Weekly Study Hours

LP=
Credits (ECTS)

Semester 6

Semester 7

| | | Mode | Type | Cr | Type | Cr |
|---------------------------|--|------|------|------------|-----------|------------|
| 32 | Internship | CM | | 25 | | |
| 33 | Internship Assessment and Evaluation | CM | PS | 1 | 5 | |
| 34 | Business Ethics | CM | | | SL | 2 5 |
| 35 | Communication Skills and Negotiation | CM | | | PA | 3 5 |
| 36 | Business Simulation | EM | | | PCA | 2 5 |
| 37 | Case Studies: Finance and Accounting or Management | EM | | | PA | 2 5 |
| 38 | Thesis and Final Oral Examination | CM | | | | 10 |
| Total per semester | | | | 0/1 | 30 | 2/7 |
| Overall total | | | | | | 210 |

Specialist entry qualifications in accordance with § 11, paragraph 2 of the BerlHG

The following vocational training qualifications are suitable for enrolment in accordance with § 11 paragraph 2 of the BerlHG (Berliner Hochschulgesetz):

- Automobile Business Administrator
- Service Employee in Air Traffic
- Bank Clerk
- Air Traffic Clerk
- Bookseller
- Investment Fund Specialist
- Savings Bank Clerk
- Industrial Business Manager
- Audiovisual Media Clerk
- IT Systems Clerk
- Office Communication Manager
- Information Technology Officer
- Office Clerk
- Clerk in Public Administration
- Retail Clerk
- Shipping and Chartering Manager
- Forwarding Clerk for Road and Rail Transportation
- Sport and Fitness Salesperson
- Traffic Service Clerk with specialisations
- Publishing House Clerk
- Healthcare Clerk
- Insurance Clerk
- Management Assistant in Wholesale and Foreign Trade
- Sales Assistant for Retail Services
- Real Estate Management Clerk
- Commercial Employee in the Pharmaceutical Sector
- Advertising Assistant
- Legal and Notary Assistant
- Hotel Specialist
- Social Insurance Clerk
- Management Assistant for Courier, Express and Postal Services
- Specialist Assistant in Tax and Consulting Services
- Postal Clerk
- Tax Clerk
- Management Assistant for Shipping and Logistics Services
- Management Assistant in Hotels and Gastronomy

- Forwarding Clerk
- Event Manager
- Leisure and Tourism Clerk
- Hotel Clerk
- Tourism Agent

The Programme Counsellor for the International Business Bachelor's programme shall decide upon the content comparability of vocational training programmes other than those listed here.

Proof of English Language Proficiency

Allocation of a study place is contingent upon the candidate having adequate English language skills. English language skills are certified via evidence provided by the applicant that he/she has achieved a minimum score in a language test.

Valid are

- TOEFL tests with a result of at least 95 points for the internet-based test or
- IELTS tests (Academic) with a level of at least 7.0 or
- PTE Academic Tests with at least 76 points or comparable tests attesting English proficiency at level C1 of the Common European Framework of Reference for Languages (CEFR).

Applicants who have acquired their higher education entrance qualification in English-speaking OECD countries are not required to provide proof of language skills. Decisions regarding the acceptance of further language tests and minimum scores to be evidenced shall be made by the Examination Board of the International Business programme.

Not accepted as proof:

- "Abitur" (GCE A-levels) certificate
- Certificates of English language proficiency on levels below C1 (e.g. B1, B2, etc.)
- Certificates without level specification
- References from previous employers
- Au-Pair certificates
- Work and Travel Certificates
- High-school attendance without a high-school diploma
- Confirmation concerning application for English tests
- Confirmation about completed English courses without a grade certificate
- Proof that a programme has been studied in English with less than 60 ECTS-credits

Command of German

Proof of sufficient knowledge of the German language is not required from applicants for Bachelor of International Business. We do, however, recommend gaining at least an elementary knowledge of the language, as this will make your everyday life in Berlin much easier.

The Bachelor of International Business

Location

Campus Treskowallee

Treskowallee 8
10318 Berlin

U5 Tierpark, S3 Karlshorst,
Tram 27, 37, M17 HTW

Communication/Connections:

E-Mail

internationale-bewerber@htw-berlin.de

Homepage of the Study Department

www.f3.htw-berlin.de

Homepage of the Course

bib.htw-berlin.de

Imprint:

Overall Student Advisory Service

www.htw-berlin.de
Treskowallee 8
10318 Berlin

International Business



Master's Programme

Eligibility Requirements and Admission

- Bachelor of Arts or successfully completed a first academic degree in business science (Bachelor, Diploma of college or university) with 210 Credit points
- very good knowledge in English language

Standard Period of Study

- three semesters
- the study starts every summer semester

Qualification

Master of Arts

Credit points to obtain

90 Credit points

The Master's Programme International Business

Career goal: International Management

If you aspire to a challenging position in the field of international management, studying international business at the HTW Berlin might be the right choice for you. Our master programme prepares you for an ambitious career in multinational companies. The programme is directed at students with a background in business or economics. By completing this course, you will not only deepen your business expertise. The programme also tries to develop interest in different functional areas of multinational companies, to understand the political and economical particularities of different countries and to prepare its graduates for intercultural communication.

The Bachelor's Programme

HTW Berlin offers a 7-semester Bachelor's Programme in International Business (BIB), which is the prerequisite for our master programme. The BIB is a full-time programme, which includes a 19-week internship.

The Master's Programme

The Department of Economics I (Business Administration) at the HTW, the largest University of Applied Sciences in Berlin, offers an 18-month full-time Master's degree in International Business (MIB). MIB, which is taught entirely in English, prepares its students for a career in multinational companies. The programme is directed at students with a background in business or economics. Its major objective is to help students supplement or extend their professional and academic knowledge in the field of international business. The programme seeks to achieve various goals. First of all, it seeks to prepare the students for challenging positions in various areas of international management or research. The necessary skills will be taught in a context of globalisation and European integration. Along with courses related to international business, several additional courses will also be taught. The cognitive methods will help in developing the problem solving competences in an interdisciplinary context. Furthermore, a better understanding of dif-

ferent cultures will be fostered and the skills required for successful intercultural communication will be honed.

Career opportunities

The study programme enables its students to acquire substantial knowledge for a later profession in different fields of work in global companies. The modules, which are taught in an international context, focus on the following areas: finance, accounting, business law and marketing. On top of that, the students are also trained in various skills such as project and change management, intercultural communication and negotiation skills. Against the background of European integration and increasing globalisation, more and more graduates are needed who have developed a deep understanding of multinational management. The Master's programme in International Business enables its students to gain this knowledge. Graduates are able to understand difficult connections and tendencies in management, can then analyze management processes and finally come to optimal decisions.

**Master's Programme International Business
Programme Overview**

| Module Name | Type | 1st Semester | | | 2nd Semester | | | 3rd Semester | | | | |
|-------------|------|--|-----|----|--------------|-----------|-------|--------------|-----------|-----|------------|-----------|
| | | Form | WSH | Cr | Form | WSH | Cr | Form | WSH | Cr | | |
| M 1 | | Developing and Implementing Global Business Strategy | C | SL | 4 | 5 | | | | | | |
| M 2 | | International Economic Environment and Policy | C | SL | 4 | 5 | | | | | | |
| M 3 | | Intercultural Leadership, Motivation and Team Development | C | SL | 4 | 5 | | | | | | |
| M4 | | International Financial Management | C | SL | 4 | 5 | | | | | | |
| M 5 | | Selected Aspects of International Business Law | C | SL | 4 | 5 | | | | | | |
| M 6 | | Elective 1: | EL | | | 5 | | | | | | |
| M 6.1 | | Quantitative Approaches to Management <u>or</u> | | SL | 2 | | | | | | | |
| M 6.2 | | Qualitative Approaches to Management | | SL | 2 | | | | | | | |
| M 7 | | Accounting for Decision Making | C | | | | SL/SA | 2/2 | 6 | | | |
| M 8 | | Contemporary Financial and Accounting Issues | C | | | | SL | 4 | 5 | | | |
| M 9 | | Marketing Research in International Business | C | | | | SL | 4 | 5 | | | |
| M 10 | | Elective 2: | EL | | | 5 | | | | | | |
| M 10.1 | | The Economics of European Integration <u>or</u> | | S | 2 | | | | | | | |
| M 10.2 | | Leadership and Change Management | | S | 2 | | | | | | | |
| M 11 | | Elective 3: | EL | | | 5 | | | | | | |
| M 11.1 | | Negotiation Skills <u>or</u> | | SL | 2 | | | | | | | |
| M 11.2 | | Sustainability Management | | SL | 2 | | | | | | | |
| M 12 | | Supplementary Module 1 | EL | | | | SL | 2 | 2 | | | |
| M 13 | | Supplementary Module 2 | EL | | | | SL | 2 | 2 | | | |
| M 14 | | Master's Thesis Seminar and Oral Examination | C | | | | | | S | 1,5 | 5 | |
| M 15 | | Master's Thesis | C | | | | | | | | 25 | |
| | | | | | 22 | 30 | | 20 | 30 | | 1,5 | 30 |

Form of teaching:

SL = Seminar-style Lecture
SA = Supervised Activities
S = Seminar/Project Seminar
PA/PL/SW = Practical Activities/Practical
Laboratory/Studio Work

Type of Module:

C = Compulsory Module
EL = Elective Module
WSH = Weekly Study hours
Cr = Credits (ECTS)

The Master's Programme International Business Zugangsvoraussetzungen und Auswahlverfahren (German version)

Zugangsvoraussetzungen

(1) Der Masterstudiengang International Business ist konsekutiv zu dem Bachelorstudiengang International Business.

(2) Zugang zum Masterstudiengang erhält,

a) wer den erfolgreichen Abschluss eines ersten akademischen Grades mit in der Regel 210 Leistungspunkten nachweist und

b) den ersten akademischen Grad in einem Bachelorstudiengang International Business erworben hat oder wer ein Bachelor- oder Master degree oder ein Hochschuldiplom in einem verwandten wirtschaftswissenschaftlichen Studiengang nachweist und

c) inhaltlich vergleichbar die Absolvierung von drei der vier folgenden Module des Bachelorstudienganges International Business

- Corporate/Business Finance (Finanzierung und Investition),

- Financial Accounting (Rechnungswesen),

- Business Mathematics/Statistics (Wirtschaftsmathematik/-statistik) und

- Economics (Allgemeine Volkswirtschaftslehre) nachweist.

Drei dieser vier geforderten Studienmodule muss jede Bewerberin und jeder Bewerber im Erststudium studiert haben und nachweisen und

d) den Nachweis „sehr guter Englischkenntnisse“ durch Vorlage des Ergebnisses eines TOEFL-Tests mit dem Ergebnis von mindestens 95 Punkten oder die Vorlage des IELTS-Tests mit einer Wertung von 7.0 Punkten oder die Vorlage eines PTE Academic Tests mit dem Ergebnis von mindestens 76 Punkte oder gleichwertige Nachweise. Die Ergebnisse der Sprachprüfung sollen nicht älter als zwei Jahre sein.

Bei Bewerbern und Bewerberinnen mit englischer Muttersprache ist ein Nachweis der Sprachkenntnisse nicht erforderlich. Bei Bewerbern und Bewerberinnen, die nachweislich die Hochschulzugangsberechtigung oder den ersten akademischen Abschluss in Englisch absolviert haben, kann die Auswahlkommission ebenfalls auf den Nachweis der Sprachkenntnisse verzichten.

Über die Vergleichbarkeit zu b) und c) entscheidet die Auswahlkommission. Für b) gilt: Ein Bewerber aus einem im genannten Sinne vergleichbaren Studiengang hat dann diese Zugangsvoraussetzung erfüllt, wenn mindestens für 140 Leistungspunkte eine Übereinstimmung mit den Modulen des Bache-

lorstudienganges International Business der HTW Berlin gewährleistet ist.

Frist und Form der Bewerbung

(1) Bewerbungen müssen für die Zulassung zum Sommersemester bis zum 15. Dezember des Vorjahres vollständig bei der zuständigen Stelle der HTW Berlin eingegangen sein (Hinweis: Bewerbungen mit einem nicht-deutschem Bachelorabschluss müssen an **www.uni-assist.de** gerichtet werden). Bewerber und Bewerberinnen, die die Bewerbungsfrist versäumen oder die Bewerbung innerhalb der Frist nicht formgerecht mit den erforderlichen Unterlagen einreichen, können nur nachrangig nach Abschluss des regulären Zulassungsverfahrens nach Maßgabe freier Plätze zugelassen werden.

(2) Die Bewerbung für den konsekutiven Masterstudiengang International Business bedarf der Schriftform. Die vollständigen Bewerbungsunterlagen umfassen:

a) für den Studienzugang:

- ausgefülltes Online-Bewerbungsformular der HTW Berlin,
- Kopie des Reisepasses oder des Personalausweises (Identitätsnachweis),
- Nachweis der Zugangsvoraussetzungen, Zeugnisse sind in Form beglaubigter Kopien beizufügen,
- Nachweis der Anzahl der erworbenen Leistungspunkte des ersten berufsqualifizierenden Hochschulabschlusses.

Verfügt ein Bewerber oder eine Bewerberin aus dem vorangehenden Studium mit erstem berufsqualifizierenden Abschluss über mindestens 180, aber weniger als 210 ECTS-Leistungspunkte, so kann der Bewerber oder die Bewerberin andere studienrelevante Vorleistungen zur Anerkennung einreichen. Über eine Anerkennung entscheidet die Auswahlkommission, die in einem Protokoll festzulegen hat, mit wie vielen Leistungspunkten und mit welcher Benotung diese Vorleistungen anerkannt werden. Darüber hinaus ist schriftlich festzulegen, wie ggf. noch fehlende Leistungspunkte konkret zu erwerben sind, um sicherzustellen, dass bis zum Abschluss des Masterstudiums insgesamt 300 anre-

chenbare Leistungspunkte erreicht werden können. Unter dieser Voraussetzung ist eine Einbeziehung in das weitere Auswahlverfahren möglich.

b) für die Studienzulassung:

- eine tabellarische Übersicht über die bisherige akademische Ausbildung sowie über berufspraktische Tätigkeiten und
- eine Erläuterung der Studienmotivation und der Studienziele und
- Empfehlungsschreiben von zwei Hochschullehrern/Hochschullehrerinnen erforderlich.

Werden mehrere Kriterien erfüllt, wird der Studiengang/das Studienfach mit der besten Note im Zulassungsverfahren berücksichtigt. Wird kein Kriterium erfüllt, so erfolgt eine Bewertung des Studienganges/Studienfaches mit der Note 4,0 im Zulassungsverfahren.

Auswahlverfahren

(1) Die Vergabe der Studienplätze erfolgt nach folgenden Auswahlkriterien:

- a) die Durchschnittsnote des ersten akademischen Hochschulabschlusses als Faktor X_1 und
- b) die gewichtete Bewertung des Studienfaches des vorangegangenen Studienganges, die über die fachspezifische Motivation und Eignung Auskunft gibt als Faktor X_2 .

Die Auswahl der Bewerberinnen und Bewerber erfolgt aufgrund einer Rangfolge, die sich aus der folgenden Formel ergibt:

$$X = 0,60 (X_1) + 0,40 (X_2).$$

(2) Der Anteil für das Auswahlverfahren beträgt 100 Prozent. Im Rahmen der zu vergebenden Studienplätze können bis zu 5 Prozent der Studienplätze für Härtefälle vergeben werden.

Bewertung des Studienfaches

Die Bewertung des Studienfaches/Studienganges, der über die fachspezifische Motivation und Eignung Auskunft gibt, wird nach folgendem Schema vorgenommen:

| Studiengänge/Studienfächer | Faktor X_2 |
|--|--------------|
| International Business | 1,0 |
| Betriebswirtschaftslehre mit Schwerpunkt Rechnungswesen/Finanzierung | 1,3 |
| sonstige Betriebswirtschaftslehre oder Volkswirtschaftslehre | 2,0 |
| Wirtschaftsingenieurwesen | 2,7 |

The Master's Programme International Business Eligibility Requirements

In addition to the online application and the proof of the university eligibility the proof of very good knowledge of English proven by a certificate is a further eligibility requirement for the study course International Business.

This proof has to be handed in until the application deadline 15.12.

The first semester of the course of study is only offered in the summer semester.

Accepted language tests:

- **TOEFL** (Test of English as a Foreign Language): Internet Test at least 95 points
- **IELTS** (International English Language Testing System), Academic: at least level 7
- **PTE Academic Tests**: at least 76 points

Moreover all language tests can be acknowledged which include a reference that the proven language competence level **C1** of the Common European Framework of Reference is achieved.

Furthermore it will be acknowledged as equivalent if English has been the language of instruction with at least the following amount:

- Study abroad in English with the amount of at least one year **and** proven achievements of 60 credit points
- Attendance of a secondary (grammar) school with English as the language of instruction for at least 2 years immediately before the graduation from this school

The Master's Programme International Business

Location

Campus Treskowallee

Treskowallee 8
10318 Berlin

Office

Fon +49 30 5019-2656

Homepage of Study department

www.f3.htw-berlin.de

Homepage of the course

<http://mib.htw-berlin.de>

Impressum

study advisory board

Treskowallee 8
10318 Berlin

Tel. +49 30 5019-2199
Fax +49 30 5019-2241

www.htw-berlin.de

info announcement:
Fon +49 30 5019-0

Fax +49 30 509 01 34

U5 Tierpark, S3 Karlshorst,
Tram 27, 37, M17