



Hochschule für  
Wirtschaft und Recht Berlin  
**Berlin School of Economics and Law**

# Business & Economics

The master programmes at HWR Berlin:  
How to apply for a master's degree

Q2 2024

Studierendenservice

# Agenda

- Master programmes in the Department 1 (FB1)
- Application Requirements
- Application Process
- Admission Process
- Questions & Answers



# HWR Berlin in numbers

**12,000+** Students

**2** Locations in Berlin

**5** Departments

**37** Bachelor programmes

**18** Consecutive Master programmes

**10** Further education programmes



# Programmes in English 1/2

- Business Intelligence and Process Management (M.Sc.)
- FACT – Finance, Accounting, Controlling, Taxation (M.Sc.)
- Global Supply Chain and Operations Management (M.A.)
- International Business and Consulting: (M.A.)  
Human Resource or Strategic Management

*Continues on the next slide*



# Programmes in English 2/2

## *cont.*

- International Economics (M.A.)
- International Finance (M.Sc.)
- International Marketing Management (M.A.)
- Political Economy of European Integration (M.A.)



# Programmes in English or German

- FACT – Finance, Accounting, Controlling, Taxation (M.Sc.)
  - Offers a wide range of elective options, allowing students specialize in certain topics and to choose classes in English or German



# Programmes in German & English

- Marketing Management dt./engl. (M.A.)
  - 50% in English, 50% in German





# Programmes in German with some English

- Unternehmensrecht im internationalen Kontext (LL.M.)
  - This programme has some English modules, but it is primarily in German.



# MBA & Master Programmes at BPS Berlin Professional School

## Berlin MBA

Berlin Full Time or Part Time  
MBA

## Master (on campus)

Sustainability & Quality Mgmt.

General Management (dual)

Digital Transformation (dual)

International Business Mgmt.

Science & Innovation Mgmt.

## Master (blended)

European Public Management

Public Administration

Security Management



Information about BPS's tuition fees & programmes can be found at [www.berlin-professional-school.de](http://www.berlin-professional-school.de)

# Fees at HWR Berlin

## Tuition fee

None

## Semester fee

about €300 incl. Public transport (subject to change)

## Additional costs

Living costs

Mandatory health insurance

Certified translations

Uni-assist application

Visa

<https://www.daad.de/en/study-and-research-in-germany/plan-your-studies/costs-of-education-and-living/>

# Number of applications

**Strongly consider** your preferred degree and rank it first.

**Your second choice** will only be considered if there is not a sufficient number of applications with a first choice in that programme.



# What are the odds?

The average application rate is a competitive process.



Typically 1 in 6 applicants gains a study place at HWR Berlin



# How many study places are available?

Master programme name	Places
FACT	80
Global Supply Chain and Operations Management	40
Marketing Management (dt./engl.)	40
International Finance	35
International Economics	35
Political Economy of European Integration	35
Business Law in an International Context	35
International Marketing Management	35
Business Intelligence and Process Management	20
International Business and Consulting - HR	18
International Business and Consulting - SM	18



# Degree structure

## General example of a master's outline

- **1st semester:** foundation and basic stage
- **2nd semester:** specialisation stage
- (Internship or study abroad option):
  - only in case of mandatory internship because of a Bachelor's with less than 210 ECTS,
  - or voluntary internship or semester abroad
- **Final semester:** master thesis
  - Final oral examination
  - Research methodology seminar

# Application requirements

## Documents

### Application documents

Corresponding Bachelor Degree	<i>(or preliminary certificate incl. GPA)</i>
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Transcript of records	Language proof
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Motivation letter	CV
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*GMAT\* min. 600*

*Professional experience\*  
(between 1-2 years of professional work exp.)*



Foto: Oana Popa-Costeia



# Corresponding Bachelor Degree

**Our master programmes are consecutive, you must have completed a relevant bachelor or equivalent. A relevant background can not be replaced by work experience nor a master.**

<b>Business Intelligence &amp; Process Mgmt.</b>	<b>FACT</b>	<b>Global Supply Chain &amp; Ops. Management</b>	<b>International Business Consulting: HR</b>	<b>International Business Consulting: SM</b>	<b>International Economics</b>
Business or Informatics	Business studies	Business studies	Business studies	Business studies	Economics
Business Information Systems					
Computer Science					
Public Administration Informatics					

# Corresponding Bachelor Degree *cont.*

**Our master programmes are consecutive, you must have completed a relevant bachelor or equivalent. A relevant background can not be replaced by work experience nor a Master.**

International Finance	International Marketing Management.	Marketing Management (dt.eng.)	Political Economy of EU Integration	Unternehmensrecht im intl. Kontext
Business studies	Business studies	Business studies	Economics	Law degree
			Political Science	1. Staatsexamen Jura
			Social Science	

# Now moving from degree to course type...



Foto: Oana Popa-Costea

# Corresponding Bachelor Courses

**Specific courses from your Bachelor Degree in the field of your chosen programme.**  
 These courses cannot be replaced by work experience nor a master.

<b>Business Intelligence &amp; Process Mgmt.</b>	<b>FACT</b>	<b>Global Supply Chain &amp; Ops. Management</b>	<b>International Business Consulting: HR</b>	<b>International Business Consulting: SM</b>	<b>International Economics</b>
Business Administration	Finance	Operations Mgmt.	HR Management	Strategic Mgmt.	Microeconomics
Quantitative Methods and/or Databases	Accounting	Supply Chain Mgmt.	Labour Law	Financial and Managerial Accounting	Macroeconomics
Computer Science	Controlling	Procurement	Organisational Design / Behaviour	Operations Management	International Economics
Business Inform. Systems	Taxation	Production Mgmt.			
		Logistics			

# Corresponding Bachelor Courses *cont.*

**Specific courses from your Bachelor Degree in the field of your chosen programme.**  
 These courses cannot be replaced by work experience nor a master.

International Finance	International Marketing Management.	Marketing Management (dt.eng.)	Political Economy of EU Integration	Unternehmensrecht im intl. Kontext
Capital Market Finance	Min. 3 Marketing courses or 15 ECTS	Min. 3 Marketing courses or 15 ECTS	Macroeconomics	BGB Allgemeiner Teil
Corporate Finance			Political Science	Schuldrecht
Statistics			European Studies	Sachenrecht
				Arbeitsrecht
				Gesellschaftsrecht
				Verfassungsrecht
				Insolvenzrecht
				Or equivalent legal courses of the country of the bachelor degree

# Application process

There is no pre-check service.  
Please don't email us your documents to check.



The admission committee will check and decide.



Foto: Oana Popa-Costea

# English Skills (high B2 Level (CEFRL)

## Age of test results:

- Not older than 5 years
- Home editions of IELTS, TOEFL & GMAT are accepted

## For International Finance

- *Only* TOEFL, IELTS or GMAT will be accepted

Studies in English	TOEFL iBT	IELTS	TOEIC four skills	PTE academic	Cambridge English scale	Oxford Test of English	UNlcert	GMAT
Min. 2 semester	Min. 83	Min. 6.0	Min. 1200	Min. 67	Min. 170 or FCE	Min. 126	Min. II	*

# German Skills (C1 Level (CEFRL))

## Age of test results:

- Not older than 5 years

## Only necessary for the German programmes:

- Marketing Management (dt./eng.)
- Unternehmensrecht

German Abitur	Studies in German	DSH	TestDaF	Goethe Zertifikat	DSD	TELC	Other certificates
	Min. 2 semester	2	Min. 4/4/4/4	C1	II	C1	Min. II



# Application Process

## German Bachelor

Online application  
**directly at HWR**

Upload **simple copies** to  
**S.A.M.**

**Application period:**  
April 15 – June 15



## International Degree

Online application  
**via uni-assist**

Upload **simple copies** in  
**original language** and **sworn**  
**translations** to uni-assist

**Application period:**  
March 15 – May 15



# Confirmation of receipt

## German Bachelor

Once you have applied, your **application status will change** in the S.A.M application portal

## International Degree

The **confirmation of uni-assist** about forwarding your application to HWR Berlin **equals a confirmation of receipt** from HWR Berlin.



# Uni-assist



## Deadline

Uni-assist deadline = HWR Berlin deadline ie. May 15, 2024

## Documents

All documents need to be with uni-assist by the deadline

## Handling fee

Uni-assist must receive the payment before the deadline expires.  
Processing the payment takes about 3-5 days.

# Uni-assist



**Info country by country**

<https://www.uni-assist.de/en/tools/info-country-by-country/>

**uni assist**



**Check: university admission**

<https://www.uni-assist.de/en/tools/check-university-admission/>



**Webinars**

<https://www.uni-assist.de/en/tools/webinars/>

# Other websites



**DAAD - Study in Germany**

<https://www.daad.de/en/study-and-research-in-germany/>



**Destination Germany - DAAD compass to study in Germany**

[https://www.daad.de/ziel-deutschland/index\\_en.html](https://www.daad.de/ziel-deutschland/index_en.html)



**International Study at HWR Berlin**

<https://www.hwr-berlin.de/en/study/international-study/>

# Admission evaluation

- **Bachelor's degree GPA**
- **Relevant courses**
- **Language proficiency/ies**
- **Motivation letter**
- **Curriculum Vitae**
- **Work experience**
  - „Nice-to-have“
  - After Bachelor's degree (min. 12 months, max. 24 months is counted); an application can still be valid without any work experience.
- **GMAT above 600**
  - „Nice-to-have“
  - An application can still be valid without a GMAT test score.



# Your timeline

## Gather information

- Application requirements
- HWR / uni-assist

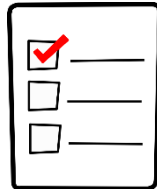
## Organise your documentation

- Certified translations
- Language skills

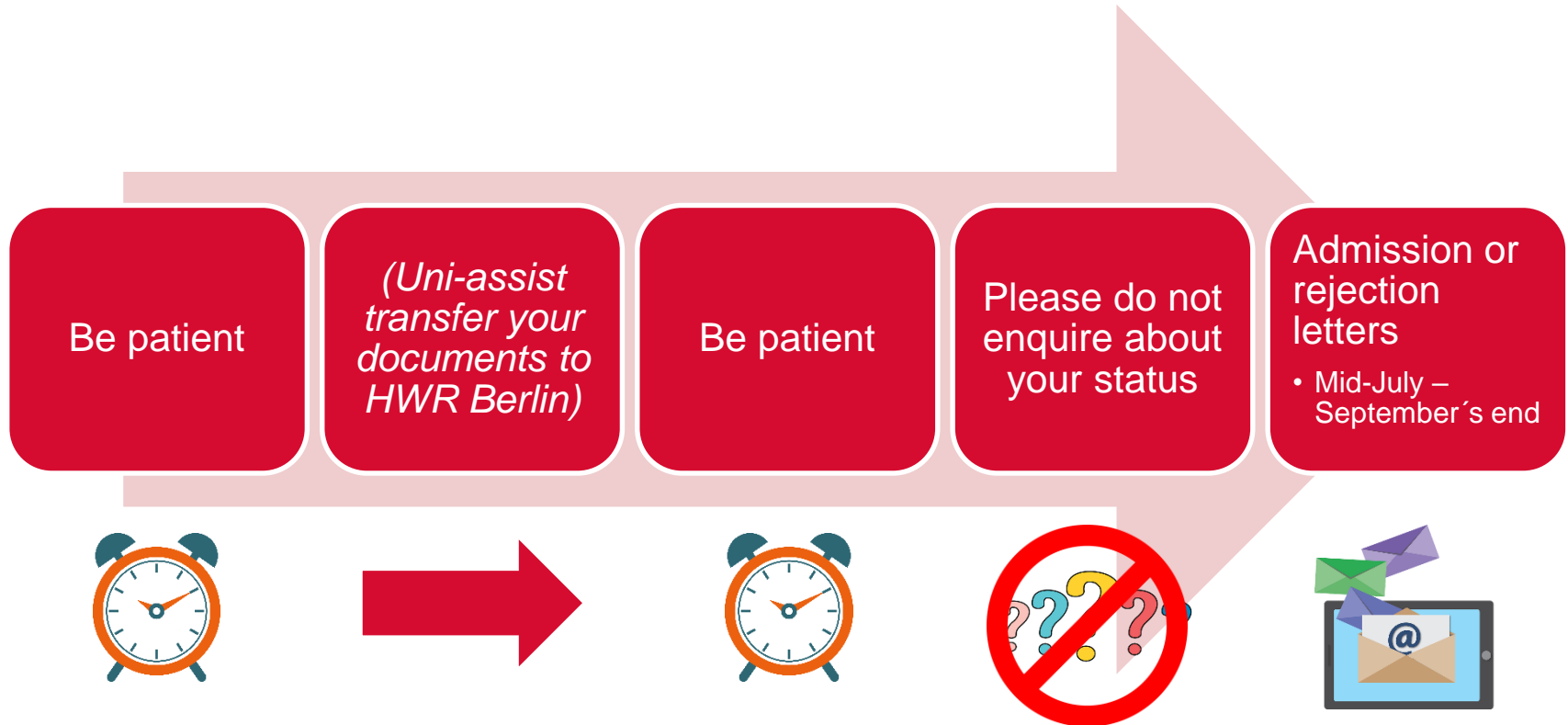
Apply online

Get your visa appointment

Hand in documents

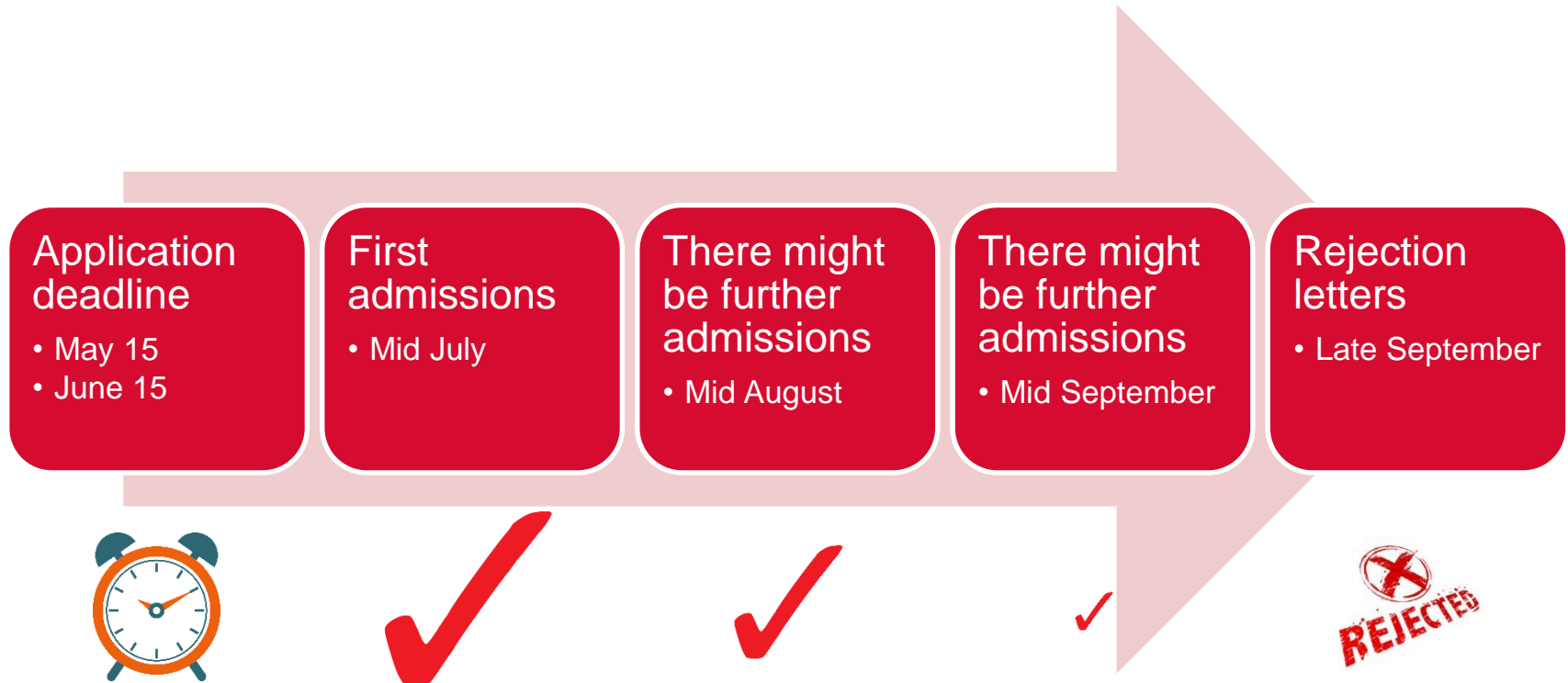


# What is happening next?





# Admission process



# Explanation videos

- [Costs for international students](#)
- [Degree structure](#)
- [Admission requirements](#)
- [Application process for applicants with an international Bachelor's degree](#)
- [Admission process](#)



# Contact

## Advice for potential applicants

Student counselling services

E-Mail: [master-fb1@hwr-berlin.de](mailto:master-fb1@hwr-berlin.de)

Telephone: +49 30 30877-1919

Telephone consultation hours:

Tue, Wed 11-12 + Thu 14-15

Instagram: [instagram.com/hwr.students](https://www.instagram.com/hwr.students)



**[www.hwr-berlin.de](http://www.hwr-berlin.de)**



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