



**Program in International and Comparative Business Law**  
(International Exchange Program)  
**Information Sheet 2017**

Name of University	Bucerius Law School
Exchange Program Website	<a href="http://www.law-school.de/programs">http://www.law-school.de/programs</a>
Exchange Program Contact Details	<p><u>Mailing &amp; Street Address:</u> Bucerius Law School Clifford Chance International Office Jungiusstrasse 6 20355 Hamburg, Germany Fax: +49-40-30706 287</p> <p>Ms. Kasia Kwietniewska Director of the International Office Phone: +49 (0)40 30706 109 / Email: <a href="mailto:kasia.kwietniewska@law-school.de">kasia.kwietniewska@law-school.de</a></p> <p>Ms. Annalena Galle Assistant Director of the International Office (Outgoing Students) Phone: +49 (0)40 30706 264 / Email: <a href="mailto:annalena.galle@law-school.de">annalena.galle@law-school.de</a></p> <p>Ms. Sabrina Henning Programs Coordinator (Incoming Students) Phone: +49 (0)40 30706 113 / Email: <a href="mailto:sabrina.henning@law-school.de">sabrina.henning@law-school.de</a></p> <p>Mr. Balin Loftus International Projects Administrator (Incoming Students / Alumni) Phone: +49 (0)40 30706 153 / Email: <a href="mailto:balin.loftus@law-school.de">balin.loftus@law-school.de</a></p>
Language of Instruction	<p>English</p> <p>Students whose knowledge of German allows may also take a limited number of regular law courses for German students if space is available. For further information, please contact Ms. Kasia Kwietniewska.</p>
Language Requirements	<p>Students from universities where the language of instruction is not English must submit proof of English fluency. We accept the following tests / minimum scores:</p> <ul style="list-style-type: none"><li>- 90 points on the internet-based TOEFL</li><li>- 7 points on the IELTS</li><li>- B on the CAE</li></ul> <p>We also accept other English proficiency tests. Such cases are decided upon on an individual basis.</p>

Application Procedure	<p>STEPT 1: The home university needs to fill out an online nomination form confirming that a student has been selected to apply for the International Exchange Program at Bucerius. The link to this form will be sent to all partners at the beginning of January.</p> <p><b>STEP 2: Students need to fill out and submit an online application form which will be available on Bucerius' website.</b> Students will receive their login credentials to the application form <b>after</b> they have been nominated by their home university. In addition, students will be required to upload the following items:</p> <ol style="list-style-type: none"> <li>1. A brief statement of purpose (approximately 1 – 2 pages explaining student's areas of special interest, why s/he wishes to study at Bucerius, previous international experience, etc.),</li> <li>2. Proof of English proficiency (see above for details),</li> <li>3. One passport-sized photo to be used for a student directory and student id card.</li> </ol> <p>STEP 3: The home university coordinator will be sending the student's transcript of grades, including a description of the grading system, directly to Sabrina Henning by email.</p>
Nomination Deadline	April 1, 2017
Application Deadline	April 15, 2017
Academic Requirements for Admission to the Exchange Program	At least two years of previous law studies when law is studied at the undergraduate level or at least one year of previous law studies when law is studied at a graduate level.
Semester Dates	<p><b>Semester Dates</b></p> <ul style="list-style-type: none"> <li>- September 4 – December 22</li> </ul> <p><b>Exam Sessions</b></p> <ul style="list-style-type: none"> <li>- Session I: October 23 – 27</li> <li>- Session II: December 18 – 22</li> </ul> <p><b>Study Break</b></p> <ul style="list-style-type: none"> <li>- October 30 – November 3</li> </ul>
Orientation Program	<p>There is a mandatory Orientation Program for all International Exchange Students.</p> <p><b>Orientation Program 2017: September 4 – 6 (3 days)</b></p>
Course Enrollment / Registration	<p>Students pre-register for courses online. Some courses have quotas and pre-requisites. Important dates are:</p> <ul style="list-style-type: none"> <li>- January: Course list posted online</li> <li>- Late March: Course descriptions posted online</li> <li>- August 8 – 15, 2017: Course registration online</li> </ul>
Mandatory Course Load for Exchange Students	<p>There are two sessions during the International Exchange Program and Bucerius Law School requires a minimum course load of 4 American Bar Association (ABA) / 8 European Credit Transfer System (ECTS) credits per session. The course "Introduction to German Law" is the only mandatory course. Although credits can be earned with this course, they do <b>not</b> count towards the minimum requirement of 8 ABA / 16 ECTS credits during the program described above.</p> <p>Approximately 20 courses are offered during the semester. Courses are either worth 2 ABA / 4 ECTS credits or 1 ABA / 2 ECTS credits. Students generally take a total of 6 – 7 courses.</p>

<p><b>“Certificate in Management and Leadership for Lawyers”</b></p>	<p>Since 2013, Bucerius offers the unique opportunity to earn a “Certificate in Management and Leadership for Lawyers”, which students can enroll in as an optional module during their semester at Bucerius.</p> <p>Certificate courses are offered in cooperation with the Bucerius Center on the Legal Profession, which was founded in 2010 to observe current developments in the legal services market and to provide lawyers with technical knowledge that extends beyond a mere understanding of law.</p> <p>Course topics cover areas such as negotiation, business skills for lawyers, mediation and lawyering in a globalized world.</p>
<p><b>Extracurricular Activities</b></p>	<p>Academic studies are balanced by a selection of interesting extracurricular activities, such as guided tours in and around Hamburg, visits to museums, lectures on the German political system and current political situation, an excursion to Lübeck and several social events with Bucerius students, all of which are free of charge.</p> <p>An optional study trip to Berlin and Potsdam is offered during the one-week study break at an additional cost.</p> <p>Exchange students are also welcome to participate in the numerous student activity groups on campus, including music, political and sport groups.</p>
<p><b>On-Campus Housing</b></p>	<p>Bucerius Law School does not have on-campus housing, but it tries to secure rooms in two dormitories in Hamburg. Accepted students receive information on applying for dormitory housing in May.</p>
<p><b>Off-Campus Housing</b></p>	<p>Bucerius Law School provides assistance in finding suitable accommodation. Often German Bucerius students who will be studying abroad sublease their apartment or room to international students.</p> <p>Further housing options and relevant information are provided once students are accepted to the program.</p>
<p><b>Immigration Information</b></p>	<p><b>All non-EU citizens must obtain a student visa / residency permit for their stay in Germany.</b></p> <p>Depending on their citizenship, some students will need to apply for an entry visa to Germany in their home country prior to their arrival, which they may later need to extend, once they are in Germany for their studies. Others will be able to enter Germany as a tourist and apply for a student residency permit once they are at Bucerius. Accepted students receive detailed immigration information as well as assistance with the process of extending or applying for a residency permit in Germany. Nonetheless, students are responsible for making any necessary inquiries at their local Germany Embassy or Consulate in a timely manner on their own after being accepted to the program.</p>
<p><b>Health Insurance Requirements</b></p>	<p>To obtain a German student visa / residency permit, students need to have health insurance covering them in Germany for at least EUR 30,000 for the duration of their stay. They can purchase an affordable health insurance plan through Bucerius Law School or turn in proof of their own insurance, provided it meets the minimum requirements set forth by the German Immigration Office.</p>

<p><b>Available Language Courses</b></p>	<p><u>German Language Courses</u>: Bucerius offers German language classes during the program, which stretch over 20 lessons (2 x 90 minutes a week). A written and oral placement test for non-beginners will take place during the Orientation Program. Students may choose to earn 1 ABA / 2 ECTS credits with the German language course, although these do not count towards the 8 ABA credit minimum required by Bucerius.</p> <p>These courses come at an additional cost.</p> <p><u>Other Language courses</u>: Bucerius Law School offers courses in French, Spanish, Chinese and Russian for German students. Mooting preparation courses are also available. These are all open to exchange students and are free of charge.</p>
<p><b>Estimated Cost of Living per Semester</b></p>	<p>Below is an estimate of the cost of living in Hamburg for the exchange program. The amounts listed are approximations only.</p> <p><u>Total: €5,710 / 4 months. Details below:</u></p> <p>Housing: €2,000  Food &amp; clothes: €1,400  Health insurance: €130  Liability insurance: €50  German residency permit: €100  City registration: €10  Books and course materials: € 150 - 200  Travel and other expenses: €1,400  German language course (<i>optional</i>): €160  Study trip to Berlin (<i>optional</i>): to be announced</p>
<p><b>Additional Fees</b></p>	<p>Bucerius Law School has a small gym on campus, which students may join for a one-time fee of €50.</p>
<p><b>Equal Opportunities</b></p>	<p>Bucerius Law School values student diversity and is committed to providing a learning environment where there is no discrimination on the basis of gender, race, religion/belief, age, disability, pregnancy and maternity, sexual orientation, socio-economic background or other irrelevant distinction. No student should feel disadvantaged or excluded from class participation.</p> <p>Furthermore, Bucerius Law School tries to ensure that accessibility needs are met. The building, its lecture rooms and parking facilities are wheelchair-accessible. The city of Hamburg is continuously working on improving its accessibility services. The public transportation network currently offers low-floor buses and is taking measures to improve barrier-free access to its subways and train stations. (<a href="http://goo.gl/XVavgg">http://goo.gl/XVavgg</a>)</p>
<p><b>Other Important Information</b></p>	<ul style="list-style-type: none"> <li>• The International Office assists exchange students in setting up a German bank account. This helps them avoid international transfer fees.</li> <li>• Bucerius provides a public transportation ticket for the greater area Hamburg for all exchange students free of charge.</li> <li>• The International Office organizes a “buddy system” between exchange students and German students.</li> <li>• Students from our partners receive a discount of 15% off the full tuition fee for their participation in one of our <a href="#">Summer Programs</a>.</li> </ul>