

# FACTSHEET + EXCHANGE APPLICATION PROCEDURE FOR PARTNERS 2025/26

## FACTS

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## OFFICE HOURS AND ONLINE CONSULTATIONS

<https://www.udk-berlin.de/en/service/international-office/contact/international-office/>

# SEMESTER DATES

## WINTER SEMESTER 2025/26

13<sup>th</sup> October 2025 to 14<sup>th</sup> Februar 2026

Holidays from 22<sup>nd</sup> December 2025 to 3<sup>rd</sup> January 2026

Orientation Meeting: 8<sup>th</sup> October 2025

## PUBLIC HOLIDAYS in Berlin

3<sup>rd</sup> October 2025 (Day of German Unity)

25<sup>th</sup>+26<sup>th</sup> December 2025 (Christmas)

1<sup>st</sup> January 2026 (New Year)

8<sup>th</sup> March 2026 (International Women's Day)

## SUMMER SEMESTER 2026

13<sup>th</sup> April 2026 to 18<sup>th</sup> July 2026

Orientation Meeting: 8<sup>th</sup> April 2026

## PUBLIC HOLIDAYS in Berlin

3<sup>rd</sup> April 2026 (Good Friday)

6<sup>th</sup> April 2026 (Easter)

1<sup>st</sup> May 2026 (Labour Day)

14<sup>th</sup> May 2026 (Ascension Day)

25<sup>th</sup> May 2026 (Whit Monday)

Updated calendar: <https://www.udk-berlin.de/en/university/course-catalog-and-lecture-periods/>

# NOMINATION + APPLICATION DATES

## 1. NOMINATION DEADLINE

31<sup>st</sup> March for winter semester

31<sup>st</sup> October for summer semester

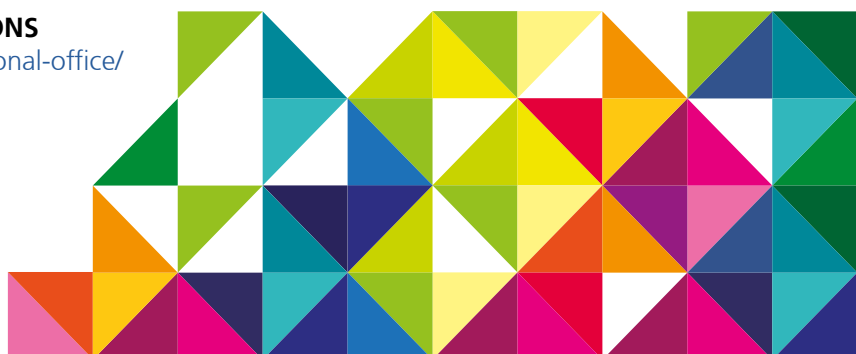
## 2. STUDENT APPLICATION PERIOD:

### ONLINE APPLICATION

15<sup>th</sup> March - 15<sup>th</sup> April for winter semester (for courses of study in Music, Vocal Studies, Music Theater and Jazz: the deadline is for winter AND summer semester)

15<sup>th</sup> October - 15<sup>th</sup> November for summer semester

PLEASE NOTE THAT DUE TO ISSUES OF CAPACITY IT IS **NOT POSSIBLE TO EXTEND** A PERIOD OF EXCHANGE IN **FINE ARTS AND VISUAL COMMUNICATION** FROM ONE SEMESTER TO THE NEXT.



# APPLICATION PROCEDURE

## APPLICATIONS TO ALL COURSES OF STUDY EXCEPT MUSIC / VOICE / MUSIC THEATER / JAZZ

### 1. NOMINATION BY PARTNER UNIVERSITIES

Deadline: 31<sup>st</sup> March or 31<sup>st</sup> October

PARTNER UNIVERSITIES should formally nominate their students by e-mail indicating the NAME, STUDY PROGRAMME, LEVEL AND THE E-MAIL ADDRESS of their nominees. Please note that students cannot access our online application form without your prior nomination.

### 2. STUDENT APPLICATION PERIOD: ONLINE APPLICATION

15<sup>th</sup> March – 15<sup>th</sup> April // 15<sup>th</sup> October – 15<sup>th</sup> November

After your nomination, students will be contacted by us and are required to fill out and submit an online application form. Applications submitted after the deadline cannot be considered. We only accept completed applications with all required documents. The following documents also need to be uploaded during the application process:

#### ALL APPLICANTS:

- CURRICULUM VITAE
- LETTER OF MOTIVATION

#### ARCHITECTURE, ART AND MEDIA, ART IN CONTEXT, COSTUME DESIGN, FASHION DESIGN, FINE ARTS, PRODUCT DESIGN, VISUAL COMMUNICATION, STAGE DESIGN

- PORTFOLIO (PDF only, we do not accept files larger than 10 MB!)

#### COMMUNICATION IN SOCIAL AND ECONOMIC CONTEXTS (GWK)

- PROVISIONAL STUDY PLAN
- GERMAN LANGUAGE CERTIFICATE B1 (B2 recommended)

#### CREATIVE WRITING FOR THE STAGE

- PLAYSRIPTS

#### DANCE

- AUDITION RECORDING (max. 10 min.)

**STUDENTS WILL BE ACCEPTED ON  
THE BASIS OF THE QUALITY OF  
THEIR PORTFOLIO/PERFORMANCE.**

More Information about the application process: <https://www.udk-berlin.de/en/service/international-office/exchange/student-exchange-programme/studying-in-berlin/application-process/>

## APPLICATIONS FOR COURSES OF STUDY IN MUSIC, VOCAL STUDIES, MUSIC THEATER AND JAZZ

### 1. LINK APPLICATION

PARTNER UNIVERSITIES will receive via email the link for the application form and forward it to the nominated students.

### 2. STUDENT APPLICATION PERIOD: ONLINE APPLICATION

15<sup>th</sup> April is the deadline for winter AND summer semester.

Applications submitted after the deadline cannot be considered. We only accept completed applications with all required documents. The following documents also need to be uploaded during the application process:

#### ALL APPLICANTS:

- CURRICULUM VITAE

#### JAZZ

- AUDITION AUDIO OR VIDEO OF 3 PIECES preferably in different styles
- AN OWN, NEW COMPOSITION

#### MUSIC INSTRUMENTALISTS, VOICE, RHYTHMICS

- AUDITION AUDIO OR VIDEO OF 3 PIECES Preferably of different styles

#### MUSIC COMPOSITION

- SCORES

#### MUSIC CONDUCTING

- VIDEO

