



ESMT Berlin FACT SHEET

MBA Program 2025 - 2026

ESMT
BERLIN

Welcome to ESMT

ESMT Berlin is located in the heart of Germany's capital, which has become known for being the start-up capital of Europe. We are a private, international business school founded by 25 multinational corporations. The school aims to develop responsible leaders with a global focus on analytics, innovation, and technology. We are a top-ranked business school in Germany and have a global network of alumni in over 40 countries. Find out more about ESMT on our [website](#).

ESMT Berlin is a leading international business school offering master's, MBA, and PhD programs, as well as executive education. Our programs focus on leadership, innovation, and analytics with sustainability and responsibility at the forefront of what we teach. We are committed to educating the next generation of leaders, who think globally, act responsibly, and leave a positive impact on business and society.

The full-time MBA at ESMT Berlin is a 15-month program. Students start the program in January and complete all academic requirements by the middle of March the following year. From mid-September through to the end of the year, students will either take their electives at ESMT, or at a partner school.

Nomination and application

The nomination link will be sent once the nomination period has opened. Once the sending institution has nominated a student for an exchange at ESMT Berlin, we will send the student a request to complete a short application form.

Documents needed for application: CV, passport-style photo, scanned passport page, latest transcript, English language confirmation if applicable.

Deadlines

	Autumn term 2025 (September - December)
Nomination Deadline	April 1, 2025
Application Deadline	April 30, 2025



Once we have reviewed the application form, the student will receive further information in regards to their ESMT account, housing, visa, courses etc. We will also hold a mandatory virtual predeparture meeting for all incoming exchange students in which they will receive more information about course registration and practical information for their stay at ESMT.

English requirements: Proof (for non-native speakers) of a strong command of the English language, demonstrated with excellent scores from a test such as TOEFL or a similar one, IELTS or TOEIC. ESMT expects a score of 100 points in the TOEFL or 7.0 in the IELTS or 850 in the TOEIC. Candidates with English as native tongue, candidates who have graduated from an academic program delivered in English language or who are currently studying a Masters program in English language may be exempted from this requirement.

Academic Calendar

The full-time MBA schedule is as follows

- » January – June: core program
- » mid June – beginning September: internship, social impact project, or German language bootcamp
- » **early September – October: Tracks (= three specialized courses on either Innovation and Entrepreneurship or Managerial Analytics), Leadership skills**
- » **early October - December: elective period or international exchange**
- » January – March: final consulting project

Academic Dates

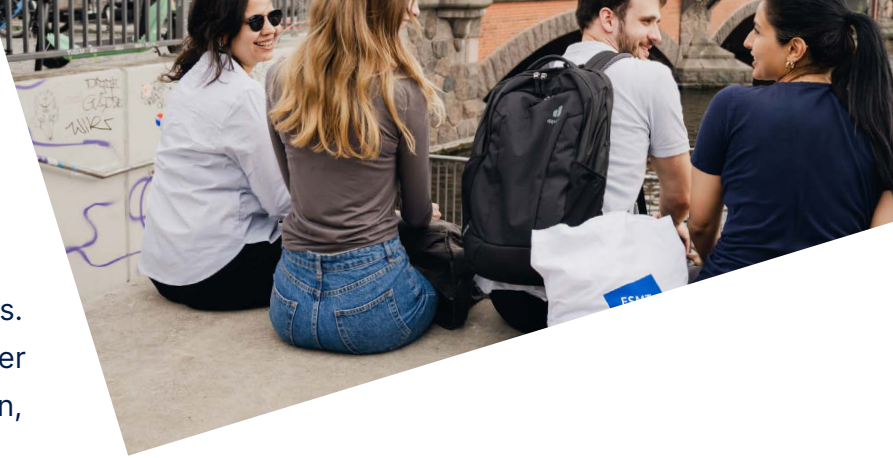
Term	Autumn term 2025 (September - December 2025)
Course selection period	May - July 2025
Orientation (mandatory)	early September, 2025
Tracks (+ Leadership skills)	September 8 - October
Elective period	Early October - December 18, 2025 (tba)
No classes	October 3, 2025 (Day of German Unity)

Courses at ESMT run on a rolling basis, lasting from 1-6 weeks and are immediately followed by an assessment. For the best exchange experience, we advise that the students select courses spread out throughout the whole term.

Academic Information

Course Selection

Incoming exchange students may enroll for tracks + elective period or for elective period only. Course offerings are subject to change, availability and schedule compatibility. Here are examples of electives offered to incoming MBA exchange students - subject to change: Geopolitics • Quantitative Methods in Marketing • The Start up Challenge • Global Strategies of Industrial Champions • Power, Politics, and Persuasion etc. Exchange students will participate in a competitive process to select courses. Due to schedule changes and capacity, we require students to provide valid



alternatives to their course choices. If specific courses are required by the sending institution, these should be indicated during the application process. Accommodations will be made whenever possible. At the time of course selection, exchange students should have pre-approved course lists from their home institution.

Workload

Incoming students take courses according to their credit requirements of their home institutions, but a maximum of 25.5 ECTS (including, Tracks, leadership courses, electives, not including German Language course). Students should check with their home institution about how many ECTS credits they need to earn. As a reference: ESMT students take 17.5 ECTS in the track and elective period.

A track is worth 6 ECTS and the Leadership Skills is worth 1.5 ECTS. Electives offered by ESMT are predominantly 2 ECTS courses. In a 2 ECTS elective, students attend 12 80-minute sessions with faculty. For each hour of faculty time, students should expect an additional 2-4 hours of independent study and/or group work. 1 ECTS Leadership course comprises 10 sessions (less self-study). German Language Course is worth 2 ECTS.

Course Format

Depending on the topic, classes are typically comprised of lectures, guest speakers, case studies, group work, and individual assignments. Exchange students are requested to stay until the end of their scheduled exams.

Attendance & Participation

Attendance at all classes is mandatory. Only absences due to sickness (with a sick-note) or extenuating circumstances are excused once the program office has been notified. Students are encouraged to be active participants; most classes will include a participation grade (5-20% of the total grade).

Grading Scale

Grade	Percentage range	Verbal description
1,0	100-90	Very good
1,3	89-85	Very good
1,7	84-80	good
2,0	79-75	good
2,3	74-70	good
2,7	69-65	satisfactory
3,0	64-60	satisfactory
3,3	59-55	satisfactory
3,7	54-51	Sufficient
4,0	50	sufficient
5,0	49-0	not sufficient

German Language Classes

Incoming students can enroll into a credit bearing German Language course at one of our partner language schools. Students should indicate whether they are interested in a German course. There will be a placement test to determine the level of the student.



Practical Information

Traveling to Berlin

Travel by air: Berlin is served by Berlin Brandenburg Airport. Well-connected by public transport.

Travel by train: Check out the www.bahn.com, the German national train company.

Travel by bus: Look at www.flixbus.com, www.berlinlinienbus.de, www.eurolines.com.

Accommodation

Housing is not available on-campus. However there is limited ESMT housing close to the campus students can apply for. For the first days in Berlin, students can consider an interim housing solution, like a hostel or renting a private room via AirBnB. Students can also consider private providers/platforms such as:

- [The Social Hub](#)
- [Tannhaus](#)
- [Housing Anywhere](#)
- [Spotahome](#)

Alternatively, you can get in touch with outgoing ESMT students, who may be interested in swapping rooms with you, for the duration of the stay. The International Office will help you with this.

The Student Services Team is very happy to give students all possible information and answer all questions, but it remains the student's job to find a place to live.

Living expenses

Here is an average of the costs (note that personal expenses can vary hugely based on needs and lifestyle) you should be

expecting for your stay in Berlin:

- Housing: 400 – 1.400 EUR
- Transport: 58 EUR
- Food: 300 EUR
- Telephone and internet: 35 EUR
- Health Insurance (public/cheap private): 127/35 EUR

Visa

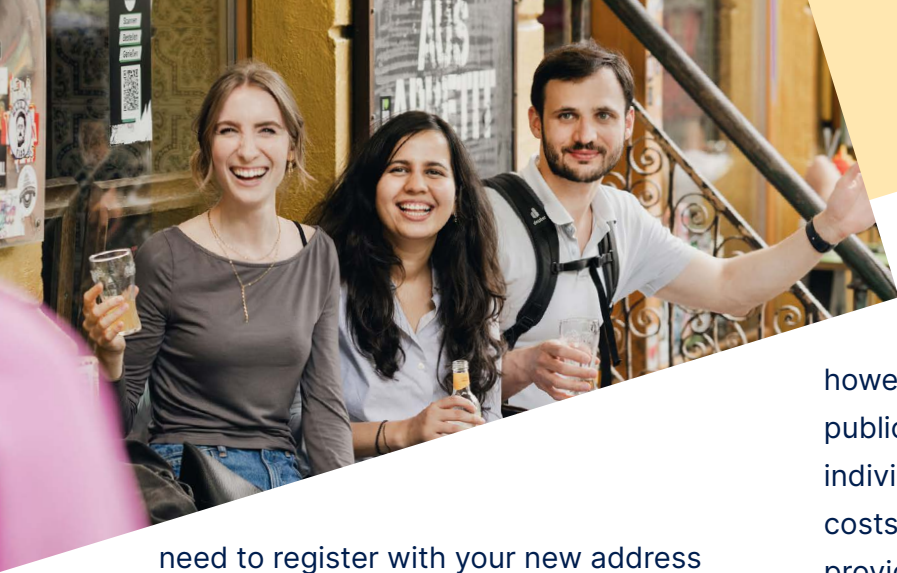
Generally, all non-EU citizens entering Germany and staying for more than 90 days with the intention to work or study need a visa before entry. Exchange students do not necessarily need a student visa:

- If you already hold a valid residence permit for studying in another EU country and want to stay in Germany for more than 90 but less than 365 days, ESMT can submit your documents to the Federal Office for Migration and Refugees and inform them of your intention to study in Germany, because we participate in the [EU mobility program](#). The notification to the Office must be made as soon as your intention to study in Germany is known and at the latest 35 days before the planned entry date.
- If the duration of your stay in Germany will not exceed 90 days, you may enter Germany with a tourist visa which is usually easier to obtain than a student visa. If you already hold a valid residence permit for studying in another EU country, you can use it to enter Germany and stay for up to 90 days.

You can find more information about visa in the ESMT [Student Handbook](#). All applicants should consult the website of the local German consulate to find out about the visa procedure. Please start your research early to understand what rules apply to your circumstances.

Residence permit: Students staying longer than their visa must apply for a residence permit to extend their stay.

"Anmeldung" (Registration at your Berlin address): If you intend to stay in Germany for longer than six months, you



need to register with your new address at the "Einwohnermeldeamt". Once you have found your place of residence, it is necessary to file a registration at the "Einwohnermeldeamt".

Health Insurance

Under German law, all students are obliged to have health insurance in order to study at a German university.

EU/EEA students should make sure they bring a European Health Insurance Card (EHIC) from their home countries. If you do not hold an EHIC, you can choose to take out German public or German private health insurance.

German public student health insurance plans are more expensive than private insurance plans, and the sign-up process is more complicated. For this reason, exchange students who plan to stay in Germany for just a few weeks or months are generally better served taking out private student insurance. There are,

however, a couple of advantages to having public insurance. Firstly, publicly insured individuals do not need to pay their medical costs up front. Instead, the insurance provider pays these to the healthcare provider directly. The other advantage is that public insurance plans cover pre-existing medical conditions. Please refer to the ESMT [Student Handbook](#) for more details.

On campus

Exchange students are members of the ESMT community and have access to the same facilities and services as other students. This includes access to:

Information Center (IC)	Berlin University Sports Program
Study Rooms	Career Services Offering
Subsidized Restaurant and Café	Student Counseling
Student Club Activities	Reduced public transport ticket
Student Events	ESMT events

All students will receive an ESMT email address, access to the eLearning platform (Moodle), and access to the campus Wi-Fi network. They will also receive a student keycard for access and payment on campus, as well as a student ID card.

Contact us

International Office: General questions from partners and incoming students

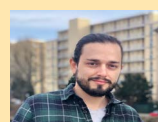
international-office@esmt.org



Lotte Meier
Exchange Program Manager



Verena Ackels
Exchange Program Manager



Mauricio Cordovez
Erasmus Student Manager

Student Services Office:
Questions on visa, housing,
insurance

student-services@esmt.org

Nadine Brinkmann, Elena Stupnikova, Tina Ullrich
Student Services Manager