# PARTNER INFORMATION SHEET 2022/23

<table>
<thead>
<tr>
<th><strong>Full legal name of the institution</strong></th>
<th><strong>Hochschule Bremen, City University of Applied Sciences (HSB)</strong></th>
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<tbody>
<tr>
<td><strong>Erasmus Code</strong></td>
<td>D Bremen04</td>
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<tr>
<td><strong>Address</strong></td>
<td>Neustadtswall 30, 28199 Bremen, Germany</td>
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| **Institution’s Website**            | HSB: [www.hs-bremen.de](http://www.hs-bremen.de)  
Information for INCOMING Exchange Students:  
[www.hs-bremen.de/internet/de/international/office/incomings/austausch](http://www.hs-bremen.de/internet/de/international/office/incomings/austausch)  
| **English**                          |                                                               |
| **German**                           |                                                               |
| **International Office**             | International Office  
AB-Building, Rooms AB 104-108  
Neustadtswall 30, 28199 Bremen, Germany |
| **Institutional Coordinators for INCOMING Students:** | Christiane Sgonina  
T +49 (0) 421 5905-2160  
E International-office@hs-bremen.de |
| **ERASMUS+ Institutional Coordinator & Deputy Institutional Coordinator:** | Ilka Knippel & Antje Nantcho  
T +49 (0) 421 5905-4135, -2440  
F +49 (0) 421 5905-4109  
E erasmus@hs-bremen.de |
| **Your contact persons:**            |                                                               |
| **Departmental Coordinators**        |                                                               |
| **INCOMING and OUTGOING Students**   |                                                               |
| Claudia Kuhlmann                      | T +49 (0) 421 5905-4230  
E claudia.kuhlmann@hs-bremen.de  
F +49 (0) 421 5905 4815  
W [www.zibp-sib.hs-bremen.de](http://www.zibp-sib.hs-bremen.de) |
| Stefanie Gösling                      | T +49 (0) 421 5905 -4814  
E stefanie.goesling@hs-bremen.de |
| **School of International Business (SiB)** |                                                               |
| **Office of International Relations and Business (ZIBP)** | [School of International Business](http://www.zibp-sib.hs-bremen.de) |
| Werderstraße 73                       | 28199 Bremen  
Germany                                                      |
| **Courses offered for Incoming Students** |                                                               |
| **School of International Business [SiB]** | [www.zibp-sib.hs-bremen.de/courses](http://www.zibp-sib.hs-bremen.de/courses) |
| **Language of Instruction**          | English and German                                             |
Application to our Exchange Programme:

1) The student contacts the person in charge of the cooperation at his/her home institution in order to plan his/her studies at HSB in Bremen.

2) The coordinators at the home institution and HSB will inform the applicant about the application details.

3) The coordinator at the home institution sends a list with the names of nominated students to HSB. The nominations should include:
   - full name of student: name and last name
   - email address
   - field of study at the home institution
   - subject area at HSB
   - exchange period at HSB: winter semester XX / summer semester XX / full year XX

4) HSB will send an email to the coordinator at the home institution and/or the student with a link to HSB’s online application form (open for 3 months):

5) The students will receive an acceptance letter and admittance information after they have submitted their complete online application and have been accepted by HSB.

→→ Please note: We do not require any postal sent original documents. Online registration and/or email nomination is perfectly fine.