

## Erasmus+ Fact Sheet 2022/2023

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| <b>Name of the institution</b>       | <b>UNIVERSITÄT GRAZ</b>   |
| <b>Erasmus code</b>                  | <b>A GRAZ01</b>   |
| <b>ECHE code:</b>                    | <b>28563-EPP-1-2014-1-AT-EPPKA3-ECHE</b>  |
| <b>PIC:</b>                          | <b>999873188</b>  |
| <b>Address</b>                       | Universitätsplatz 3<br>A-8010 Graz<br>Austria/Europe<br><a href="http://www.uni-graz.at/">http://www.uni-graz.at/</a> |
| <b>Head of institution</b>           | Mag. Dr. Peter Riedler, Acting Rector   |
| <b>Erasmus+ Legal Representative</b> | Professor Dr. Petra Schaper-Rinkel, Vice-Rector for Digitalization  |

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| <b>Office of International Relations</b>                              | Universitätsplatz 3<br>A-8010 Graz- Austria/Europe<br>ph:+43-316-380-1249 / e-mail: <a href="mailto:international@uni-graz.at">international@uni-graz.at</a>  |
| <b>Head of office</b>   | <b>Sabine PENDL</b><br>ph:+43-316-380-2211 / e-mail: <a href="mailto:international@uni-graz.at">international@uni-graz.at</a>   |
| <b>Erasmus+ Institutional Coordinator</b>                             | <b>Diana AFRASHTEH</b><br>ph:+43-316-380-1247 / e-mail: <a href="mailto:erasmusagreements@uni-graz.at">erasmusagreements@uni-graz.at</a>  |
| <b>Bilateral agreements, staff mobility (for teaching / training)</b> | <b>Diana AFRASHTEH</b><br>ph:+43-316-380-1247<br><br><b>Mediha OHRANOVIĆ</b> (South Eastern European countries and Turkey)<br>ph:+43-316-380-2214<br>e-mail: <a href="mailto:erasmusagreements@uni-graz.at">erasmusagreements@uni-graz.at</a><br><br><a href="https://international.uni-graz.at/en/staff/pers-incoming/mobility-programs/">https://international.uni-graz.at/en/staff/pers-incoming/mobility-programs/</a>  |
| <b>OUTGOING students</b>  | <b>Vanja MÜLLER; Karin SCHWACH</b><br>ph:+43-316-380-2212; -1245 / e-mail: <a href="mailto:erasmus.outgoing@uni-graz.at">erasmus.outgoing@uni-graz.at</a>   |
| <b>INCOMING students / trainees</b>                                   | <b>Monika OŠTIR-SCHEIN / Lia MAXEIN</b><br>ph:+43-316-380-1246/-1251 / e-mail: <a href="mailto:erasmus.incoming@uni-graz.at">erasmus.incoming@uni-graz.at</a>   |
| <b>Websites</b>   | <ul style="list-style-type: none"> <li>International Office Website: <a href="http://international.uni-graz.at/en">http://international.uni-graz.at/en</a></li> <li>Incoming Website (preparation of stay): <a href="https://international.uni-graz.at/en/incoming-exchange/exchange-students/">https://international.uni-graz.at/en/incoming-exchange/exchange-students/</a></li> <li>Orientionation Platform (after arrival): <a href="https://orientation.uni-graz.at/de/">https://orientation.uni-graz.at/de/</a></li> <li>Covid International Arrivals: <a href="https://international.uni-graz.at/en/international-arrivals-covid-19-info/">https://international.uni-graz.at/en/international-arrivals-covid-19-info/</a></li> </ul> |

|   | Winter semester (W)  | Summer semester (S)   |
|---|--|---|
| <b>Planning your trip &amp; Arrival</b> | Students must arrive in time for the welcome events, in case of participation in the intensive German course in time for the start of the German course. |   |
| <b>Pre-semester German Course</b>       | <b>3 weeks in September</b>  | <b>3 weeks in February</b>  |
| <b>Welcome Events, preliminary</b>      | Welcome Events are mandatory and include sessions on e.g. orientation, course registration. Sessions are <b>NO walk-in sessions!</b>                     |   |
|   | Welcome Week I<br><b>05.09.-09.09.2022</b><br><br>Welcome Week II<br><b>15.09.-21.09.2022</b>  | Welcome Week<br><b>15.02.-21.02.2023</b>  |
| <b>Academic Calendar</b>                | Lecture period<br><b>03.10.2022 - 03.02.2023</b><br><br><b>Exam period</b> usually in last week of lecture period, in some cases possible until ~mid-Feb | Lecture period<br><b>06.03.2023 - 29.06.2023</b><br><br><b>Exam period</b> usually in last week of lecture period, in some cases possible until ~mid-July |

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| <b>Nomination</b>               | <p><b>Nomination via <b>Mobility-Online</b> including the following information:</b></p> <ul style="list-style-type: none"> <li>• <i>first and last name as it appears in the passport</i></li> <li>• <i>student's date of birth</i></li> <li>• <i>student's email address</i></li> <li>• <i>semester/s student is nominated for</i></li> <li>• <i>field/s and level of study</i></li> </ul> <p><b>Nomination deadlines:</b><br/> <b>15<sup>th</sup> May</b> for the winter semester / whole academic year<br/> <b>15<sup>th</sup> October</b> for the summer semester</p>  |
| <b>Application</b>              | <p>Nominated students will receive instructions for the online application via email. The application incl. data entry &amp; uploads have to be completed online!</p> <p><b>Application deadlines:</b><br/> <b>1<sup>st</sup> June</b> for the winter semester / academic year<br/> <b>1<sup>st</sup> November</b> for the summer semester</p>  |
| <b>Acceptance</b>               | <p>Following the successful online application, <b>Acceptance Letter</b> and <b>Visa/Residence Permit Letter</b> (if required) will be available for download in Mobility-Online.</p>   |
| <b>Fields of Study Overview</b> | <p>University of Graz is a public university with an enrolment of 31.100 students and a strong international profile offering more than 120 BA, MA and PhD degrees which are open to exchange students (except for a few restrictions - see below). <a href="http://studien.uni-graz.at/en/degree-programmes/">http://studien.uni-graz.at/en/degree-programmes/</a></p> <p><b>Focus:</b> The university's regional focus on South-Eastern Europe is one of the defining factors throughout all areas of study.</p> <p><b>Co-enrollment:</b> A unique cooperation with the Technical University of Graz (TUG) as well as Kunstuniversität Graz (KUG) allows students to co-enroll at TUG and/or KUG at no extra cost (TUG and KUG transcripts available). A min of 50 % of ECTS during the exchange must be taken at University of Graz.</p> |

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| <p><b>Course information</b><br/><b>English-taught courses</b></p> | <p>→ <a href="#">Online course guide</a><br/>→ <a href="#">Guidelines for course system</a><br/>→ <a href="#">Search for English-taught courses</a></p>  |
| <p><b>Restrictions</b></p>   | <p><b>Lab placements</b> are generally difficult and cannot be guaranteed.</p> <p><b>Joint Degree Programs</b> are only open to exchange students enrolled in one of these programs already at their home university (= partner in the Joint Degree program).</p> <p>An application for <b>translation/interpretation/transcultural communication with German</b> is only possible if students are enrolled in a translation/interpretation degree at their home university.</p>   |
| <p><b>Early exams / Alternative exam modes</b></p>                 | <p><b>CANNOT BE GUARANTEED!! Each professor decides for his/her course whether early exams / alternative exam modes are possible. It is the student's responsibility to contact each professor as early as possible in the application process and definitely before finalizing travel plans in case they need to return to their home universities before the end of the exchange semester at Uni Graz.</b></p> <p>Early exams are <u>NOT available</u> for lecture-type courses at the Faculty of Business and of the field of English and American Studies. For other types of courses such as pro-seminars, seminars professors have the last say.</p> |
| <p><b>Housing</b><br/><b>Rent &amp; Living Costs</b></p>           | <p>Erasmus+ students can apply for housing either via the housing office of the Austrian Exchange Service (OeAD) or at the different dorms directly. For deadlines of housing applications at the individual dorms, please check the respective websites.</p> <p>Further information:</p> <p>→ <a href="#">Accommodation - OeAD student housing</a><br/>→ <a href="https://international.uni-graz.at/en/incoming-exchange/exchange-students/">https://international.uni-graz.at/en/incoming-exchange/exchange-students/</a> &gt;&gt; Living in Graz</p>  |
| <p><b>Language requirements</b></p>                                | <p>The University of Graz recommends language level B2 in German in order to take full advantage of the mobility. Students who will only take courses in English must have B2 English knowledge.</p> <p>Students who will only take courses in English must check whether they can find enough English-taught courses to fulfill their home university's credit requirements.</p>  |
| <p><b>Language courses</b></p>                                     | <p>3-week German Intensive Language Courses (6 ECTS credits incl. in transcript) are offered <b>in September and February</b> before the start of the semester at a reduced fee. Also, German courses during the semester are offered.</p> <p>Further information on the <a href="#">Website of Treffpunkt Sprachen</a></p>  |
| <p><b>Buddy program</b></p>  | <p>Buddies are Austrian students interested in supporting international exchange students as unpaid volunteers during their time in Graz (pick-up service, support in practical matters, etc.).</p> <p>For further information go to <a href="https://international.uni-graz.at/en/incoming-exchange/exchange-students/">https://international.uni-graz.at/en/incoming-exchange/exchange-students/</a> &gt;&gt; Buddy programme</p>  |
| <p><b>Students with special needs</b></p>                          | <p>The <b>Disability Resource Center</b> is the central information and contact point:</p> <p>Further information on the <a href="#">Website of the Disability Resource Center</a>.</p>  |
| <p><b>Visa &amp; Residence Permit</b></p>                          | <p>Further information on visa / residence permit requirements:<br/><a href="https://oead.at/en/to-austria/entry-and-residence/">https://oead.at/en/to-austria/entry-and-residence/</a></p>  |

| <p><b>Health Insurance</b></p>                                | <p><b>All EU/EEA students</b> need to bring their European health insurance card to Austria as it will be valid during their stay in Graz.</p> <p><b>All non-EU/EEA exchange students nominated for 2 semesters</b> are required by law to register for Austrian health insurance upon arrival (assistance and more information available during the mandatory WELCOME WEEK). Austrian health insurance is offered for currently approx. € 62,- per month. This insurance will not cover the student's journey to Graz including medical evacuation and repatriation - the student has to make sure s/he purchases travel insurance accordingly.</p> <p><b>Non-EU/EEA exchange students nominated for 1 semester</b> are free to choose their insurance as long as this insurance is in accordance with the requirements for an Austrian visa application. For details students have to contact the Austrian embassy in their country of residence. The insurance must also cover their journey to Graz including medical evacuation and repatriation.</p>  |       |  |              |                                    |         |   |                  |  |              |  |                    |  |
|---|---|-------|--|--------------|------------------------------------|---------|---|------------------|--|--------------|--|--------------------|--|
| <p><b>COVID-19 and general Health &amp; Safety Policy</b></p> | <p>→ <a href="#">COVID-19 measures at University of Graz</a> provides up to date information of COVID-19 regulations at Uni Graz as well as a contact for further questions.</p> <p>→ <a href="#">COVID-19 info for international arrivals</a> provides up to date COVID-19 related entry requirements, information on quarantine, etc.</p> <p>The compulsory student union fee includes <b>liability and accident insurance</b>. (way to and from the university as well as on campus). This does, however not replace full health insurance coverage for the exchange stay.</p> <p>Safety facilities and trainings are provided in specific departments where applicable (e.g. labs).</p>   |       |  |              |                                    |         |   |                  |  |              |  |                    |  |
| <p><b>Transcripts</b></p>                                     | <p>University of Graz no longer issues paper transcripts. Students are expected to initiate and download their electronically signed transcript from their UNIGRAZonline account themselves within the timeframe of their enrollment.</p> <p>Transcripts can be verified online via the following link:<br/> <a href="https://www.signatur.rtr.at/en/vd/Pruefung">https://www.signatur.rtr.at/en/vd/Pruefung</a></p> <p>Instructions for both transcripts download and verification are available on the incoming website: <a href="https://international.uni-graz.at/en/incoming-exchange/exchange-students/">https://international.uni-graz.at/en/incoming-exchange/exchange-students/</a> &gt;&gt; Transcript of Records</p>   |       |  |              |                                    |         |   |                  |  |              |  |                    |  |
| <p><b>ECTS &amp; Grading system</b></p>                       | <p>The student workload consists of the time required to complete all planned learning activities, i.e. contact hours (lectures, seminars etc) and private study (preparation for exams, writing of paper, reading etc.):<br/> <b>1 ECTS credit = 25 hours.</b></p> <p>Each <b>semester</b> is comprised of <b>15 teaching weeks</b>, therefore a course indicated as a 1 hour course in the online system equals 15 contact hours, a 2 hour course equals 30 contact hrs etc. For exchange students we consider a range <b>between 24 to 30 ECTS per semester as a full time study load.</b></p> <table border="1" data-bbox="596 1697 1433 2011"> <thead> <tr> <th>Grade</th> <th></th> </tr> </thead> <tbody> <tr> <td>1 = Sehr Gut</td> <td>Excellent: outstanding performance</td> </tr> <tr> <td>2 = Gut</td> <td>Good: above the average standard but with some errors</td> </tr> <tr> <td>3 = Befriedigend</td> <td>Satisfactory: generally sound work with a number of notable errors</td> </tr> <tr> <td>4 = Genügend</td> <td>Sufficient: performance meets the minimum criteria</td> </tr> <tr> <td>5 = Nicht Genügend</td> <td>Unsatisfactory: substantial improvement necessary; requirement of further work</td> </tr> </tbody> </table> | Grade |  | 1 = Sehr Gut | Excellent: outstanding performance | 2 = Gut | Good: above the average standard but with some errors | 3 = Befriedigend | Satisfactory: generally sound work with a number of notable errors | 4 = Genügend | Sufficient: performance meets the minimum criteria | 5 = Nicht Genügend | Unsatisfactory: substantial improvement necessary; requirement of further work |
| Grade   |   |       |  |              |                                    |         |   |                  |  |              |  |                    |  |
| 1 = Sehr Gut  | Excellent: outstanding performance  |       |  |              |                                    |         |   |                  |  |              |  |                    |  |
| 2 = Gut   | Good: above the average standard but with some errors   |       |  |              |                                    |         |   |                  |  |              |  |                    |  |
| 3 = Befriedigend  | Satisfactory: generally sound work with a number of notable errors  |       |  |              |                                    |         |   |                  |  |              |  |                    |  |
| 4 = Genügend  | Sufficient: performance meets the minimum criteria  |       |  |              |                                    |         |   |                  |  |              |  |                    |  |
| 5 = Nicht Genügend  | Unsatisfactory: substantial improvement necessary; requirement of further work  |       |  |              |                                    |         |   |                  |  |              |  |                    |  |