



Erasmus Mundus  
Partnerships



## JoinEU-SEE: Information Sheet

### University of Graz / Karl-Franzens Universität Graz

#### General websites

Website of the university	<a href="http://www.uni-graz.at">www.uni-graz.at</a>
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#### Academic calendar

Link to academic calendar	<a href="http://www.uni-graz.at/en/bibwww_stud-incoming_preparing_stay.htm?=#academic_calendar">www.uni-graz.at/en/bibwww_stud-incoming_preparing_stay.htm?=#academic_calendar</a>
Start and end dates of the winter term	Registration and Welcome Events: 04.09. - 21.09.2012 Lecture period: 01.10.2012-31.01.2013  (Exam period until mid February)
Start and end dates of the spring term	Registration and Welcome Events: 06.02.-15.02. 2013 Lecture period: 01.03.2013-02.07.2013  (Exam period until mid July)
Examination period(s)	End of semester / continuous (depending on courses)

#### Admission & registration

Admission & registration deadline for exchange students	<u>Admission Deadline:</u> 1 June for winter semester 1 November for summer semester <u>Registration Deadline:</u> September for winter semester February for summer semester
Admission & registration contact information for exchange students	Mag. Monika Ostir-Schein, Email: <a href="mailto:monika.ostir-schein@uni-graz.at">monika.ostir-schein@uni-graz.at</a> , Tel: +43-316-380-1246
Admission & registration deadline for degree students	<u>Admission Deadline:</u> 1 June for winter semester 1 November for summer semester <u>Registration Deadline:</u> September for winter semester February for summer semester
Admission & registration contact information for degree students	Mag. Monika Ostir-Schein, Email: <a href="mailto:monika.ostir-schein@uni-graz.at">monika.ostir-schein@uni-graz.at</a> , Tel: +43-316-380-1246



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### Course information websites

Undergraduate studies	<a href="https://online.uni-graz.at">https://online.uni-graz.at</a> all degrees are German taught, though some offer a limited number of courses in English: <a href="http://www.uni-graz.at/bibwww_s_in_en_course.htm">www.uni-graz.at/bibwww_s_in_en_course.htm</a>
Master programmes	<a href="https://online.uni-graz.at">https://online.uni-graz.at</a> all degrees are German taught, though some offer a limited number of courses in English: <a href="http://www.uni-graz.at/bibwww_s_in_en_course.htm">www.uni-graz.at/bibwww_s_in_en_course.htm</a>
Doctorate programmes	<a href="https://online.uni-graz.at">https://online.uni-graz.at</a> some courses taught in English: <a href="http://www.uni-graz.at/bibwww_s_in_en_course.htm">www.uni-graz.at/bibwww_s_in_en_course.htm</a>
Website for post-doc studies	<a href="http://www.uni-graz.at/en/verawww/verawww_studieninfo/verawww_studienangebot.htm">http://www.uni-graz.at/en/verawww/verawww_studieninfo/verawww_studienangebot.htm</a>
Website with information for staff	<a href="http://www.uni-graz.at/en/bibwww/bibwww_staff.htm">http://www.uni-graz.at/en/bibwww/bibwww_staff.htm</a>

### Number of credits/points/units for full-time degree studies

In one term of master/doctorate's studies	30 ECTS
In one year of master/doctorate's studies	60 ECTS

### Master's degree

No. of credits required for completion of a master's degree	120 ECTS
No. of years required for completion of a master's degree	2

### Doctorate's degree

No. of credits required for completion of a doctorate's degree	180 ECTS
No. of years required for completion of a doctorate's degree	3

### Language of instruction and verification of language proficiency

Language of instruction A:	language	German
	required level	<p><b>Exchange students</b> – no language certificate needed. Exchange students without knowledge of German need to have sufficient knowledge of English and need to list enough courses taught in English to fulfill the program requirements. However, preference will be given to applicants with a German language certificate (or English language certificate – in case you are only attending courses held in English).</p> <p><b>Degree students Master – C1</b></p> <p><b>Degree students PhD, Post-doctorate and Staff – please get in touch with contact person</b></p>
	accepted certificate(s)	Preferably ÖSD-certificate C1, Goetheinstitut certificate C1
Language of instruction B:	language	English
	required level	<p><b>Exchange students</b> – no language certificate needed. Exchange students without knowledge of German need to have sufficient knowledge of English and need to list enough courses taught in English to fulfill the program requirements. However, preference will be given to applicants with a German language certificate (or English language certificate – in case you are only attending courses held in English).</p> <p><b>Degree students PhD, Post-doctorate and Staff – please get in touch with contact person</b></p>
	accepted certificate(s)	<b>TOEFL 550pb/213cp/80ib, IELTS 6</b>

*Language certificates: For more information see “list of study programmes” here:*

<http://www.joineusee.eu/content.aspx?sm=0&men=6&AID=76>



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## Student and welcome services

Housing assistance	<a href="http://www.housing.oead.at">www.housing.oead.at</a>
Link to housing information/application	<a href="http://www.housing.oead.at/graz_e/kontakt.asp">http://www.housing.oead.at/graz_e/kontakt.asp</a>
Housing application deadlines	See website
Living expenses	Approx. € 700 / month
Facilities for students with special needs	<a href="http://zis.uni-graz.at/">http://zis.uni-graz.at/</a>
Mentor system	Buddy program (pick up and support by Graz student) available for exchange students: <a href="http://oehweb.uni-graz.at/international/apply4mentor">http://oehweb.uni-graz.at/international/apply4mentor</a>
Compulsory Welcome event / orientation week	Welcome Events are <b>mandatory</b> and include sessions about orientation/registration/health insurance/course system.  Winter semester: Registration and Welcome Events: 04.09. - 21.09.2012  Summer semester:: Registration and Welcome Events: 06.02.-15.02. 2013
(Intensive) language courses offered before the beginning of the semester	Intensive German course in September/February: <a href="http://www.uni-graz.at/treffpunktsprachen/">http://www.uni-graz.at/treffpunktsprachen/</a>
(Intensive) language courses offered during the semester	Yes, various language courses on different levels <a href="http://www.uni-graz.at/treffpunktsprachen/">http://www.uni-graz.at/treffpunktsprachen/</a>

## International Office / International Student Service Office

Address	Universitaet Graz Buero für Internationale Beziehungen Universitaetsplatz 3 8010 Graz / Austria
Contact person for incoming students (Name, email address, phone number)	Mag. Monika Ostir-Schein, <a href="mailto:monika.schein@uni-graz.at">monika.schein@uni-graz.at</a> , +43-316-380-1246
Contact person for outgoing students (Name, email address, phone number)	Mag. Karin Schwach, <a href="mailto:karin.schwach@uni-graz.at">karin.schwach@uni-graz.at</a> , +43-316-380-2212
Contact person for incoming and outgoing staff (Name, email address, phone number)	Mag. Kanita Kovacevic, <a href="mailto:kanita.kovacevic@uni-graz.at">kanita.kovacevic@uni-graz.at</a> , +43-316-380-2214



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## Other useful information

- Welcome Guide for students: [www.uni-graz.at/en/bibwww\\_welcome-guide\\_e.pdf](http://www.uni-graz.at/en/bibwww_welcome-guide_e.pdf)
- Guidelines for course system: [http://www.uni-graz.at/bibwww\\_s\\_ugo\\_guidelines.pdf](http://www.uni-graz.at/bibwww_s_ugo_guidelines.pdf)
- English-taught courses: [http://www.uni-graz.at/bibwww\\_s\\_in\\_en\\_course.htm](http://www.uni-graz.at/bibwww_s_in_en_course.htm)
- Further information for degree seeking students: [www.uni-graz.at/en/stpawww\\_internationalstudents.htm](http://www.uni-graz.at/en/stpawww_internationalstudents.htm)
- Further information for exchange students: [http://www.uni-graz.at/en/bibwww\\_stud-incoming\\_exwithagn.htm](http://www.uni-graz.at/en/bibwww_stud-incoming_exwithagn.htm)
- Information about the city: <http://www.graztourismus.at/cms/ziel/2865539/DE/>

## Documents to be uploaded (Bachelor, Master, PhD)

In addition to the required documents that need to be uploaded for the JoinEU-SEE application, students need to upload the following documents:

### Exchange mobility:

- Proof of enrolment signed and stamped by the home university confirming that the student is registered in an equivalent or similar study program at the level (bachelor, master or doctorate) of the JoinEU-SEE application
- Diplomas of ALL previously completed university degrees, i.e. for master application - undergraduate diploma, for doctorate application - undergraduate and master diplomas.
- Transcripts of records of ALL previously completed degrees, i.e. for graduate application - undergraduate transcript, for doctorate application - undergraduate and master transcript.
- Titles of bachelor and master thesis (Natural Science PhDs ONLY)
- Language certificate is not mandatory, however preference will be given to students providing one. Students planning to take only courses taught in English must make sure they can find enough courses taught in English (see offer at [www.uni-graz.at/bibwww\\_s\\_in\\_en\\_course.htm](http://www.uni-graz.at/bibwww_s_in_en_course.htm)).

### Degree-seeking students:

- Proof of eligibility for enrolment in an equivalent or similar program at the level the JoinEU-SEE application is for without any further entrance exam or selection procedure at the former home university signed and stamped by registrar of former home university.
- Diplomas of ALL previously completed university degrees, i.e. for master application - undergraduate diploma, for doctorate application - undergraduate and master diplomas.
- Transcripts of records of ALL previously completed degrees, i.e. for graduate application - undergraduate transcript, for doctorate application - undergraduate and master transcript.
- Titles of bachelor and master thesis (Natural Science PhDs ONLY)
- Language certificate for German (level C1); PhD and Post-Doc – please check with contact person for language requirement



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### **Translations of documents**

If original documents (certificates, transcripts, etc) are not in English or German, they must be accompanied by a translation into either English or German. Selected degree students will have to provide certified translations into German during the application process at the University of Graz.