

## Erasmus+ Programme

Scheda informativa della sede partner

# D MÜNCHEN01

## Ludwig-Maximilians-Universität München

Coordinatore: Franco Tiziana

### A. Information about higher education institutions

Name of the institution (Institutional Coordinator and Departmental Coordinator)	Erasmus code	Contact details (email, phone ...)	Website (Home page and course catalogue)
Name of partner Institution <b>Ludwig-Maximilians- Universität München</b>  Institutional Coordinator: Jean Schleiss   Departmental Coordinator(s):	<b>D München01</b>	International Relations Office Postal address: Geschwister-Scholl-Platz 1 80539 München Tel: +49 89 2180 3807 Fax: +49 89 2180 3136  E-mail: <a href="mailto:jean.schleiss@lmu.de">jean.schleiss@lmu.de</a>  Gabriele Wimböck Institut für Kunstgeschichte Zentnerstr.31 80798 München Tel: +49 89 2180 6306 Email: <a href="mailto:gabriele.wimboeck@lrz.uni-muenchen.de">gabriele.wimboeck@lrz.uni-muenchen.de</a>	Web page: <a href="http://www.lmu.de/en/international/incoming">www.lmu.de/en/international/incoming</a>  Course catalogue: <a href="http://www.lsf.lmu.de">www.lsf.lmu.de</a>

### C. Recommended language skills

Receiving institution [Erasmus code]	Language of instruction 1	Language of instruction 2	Recommended language of instruction level
			Student Mobility for Studies
<b>D MÜNCHEN01</b>	German	English	B2

## D. Additional requirements

### Student Mobility for Studies

Receiving institution [Erasmus code]	Minimum Number of Credits to be included in the study plan	Available Courses or Modules in the Faculty or Department(s)	Access to other Faculties or Departments (yes / no)	Support and infrastructure to welcome students/staff with disabilities (yes / no)
D MUNCHEN 01	n/a	n/a	Yes ( <u>to be agreed previously on a case to case basis</u> )...	Yes

## E. Calendar

Receiving institution [Erasmus code]	Autumn term APPLICATION DEADLINE	Spring term APPLICATION DEADLINE
D MUNCHEN01	June <sup>1st</sup>	December 1 <sup>st</sup>

## F. Information

### 1. Grading systems of the institutions

Receiving institution [Erasmus code]	ECTS Link
D MUNCHEN01	<a href="http://www.lmu.de/en/international/incoming">www.lmu.de/en/international/incoming</a> >studying at LMU>grading system

### 2. Visa

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D MUNCHEN01	Erasmus-incoming@lmu.de	<a href="http://www.lmu.de/en/international/incoming">www.lmu.de/en/international/incoming</a> >living in Munich>visa

### **3. Insurance**

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D MUNCHEN01	Erasmus-incoming@lmu.de	<a href="http://www.lmu.de/en/international/incoming">www.lmu.de/en/international/incoming</a> >living in Munich>health insurance

### **4. Housing**

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D MUNCHEN01	Christine.kern@lmu.de	<a href="http://www.lmu.de/en/international/incoming">www.lmu.de/en/international/incoming</a> >living in Munich>accommodation

## ANNEX I: Ludwig-Maximilians-Universität München

### Articles C-F

#### C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>1</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
D MUNCHEN01		German	English (some courses at Master level)	B1	B2

For more details on the language of instruction recommendations, see the course catalogue or annex of each institution.

#### D. Additional requirements

##### Choosing courses

Erasmus students must choose **at least 50%** of their course modules in the department of the bilateral agreement. Students should take **the other 50%** of their course modules in **no more than two other departments** (example: 50% of courses in the Department of German Philology, 25% of courses in the Department of History and 25% of courses in the Department of Politics).

The Faculties of Business Administration, Medicine, Dentistry, Veterinary Medicine, Pharmacy do not accept students outside of their own inter-Institutional agreements. Likewise places cannot be guaranteed in Sociology and English taught Politics courses.

[www.en.lmu.de/students/exchange/incomings/austausch\\_engl/studying/choosing\\_courses](http://www.en.lmu.de/students/exchange/incomings/austausch_engl/studying/choosing_courses)

##### Preparation course and orientation sessions

In September and March language preparation courses are available for Erasmus students. Orientation sessions are offered by many faculties/departments at the beginning of each semester.

[www.en.lmu.de/students/exchange/incomings/austausch\\_engl/orientation](http://www.en.lmu.de/students/exchange/incomings/austausch_engl/orientation)

As well as many social programs, LMU has a buddy program which exchange students are encouraged to join.

[www.en.lmu.de/students/exchange/incomings/austausch\\_engl/living/buddy\\_program](http://www.en.lmu.de/students/exchange/incomings/austausch_engl/living/buddy_program)

<sup>1</sup> For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

[www.en.lmu.de/students/exchange/incomings/austausch\\_engl/living/international\\_student\\_life](http://www.en.lmu.de/students/exchange/incomings/austausch_engl/living/international_student_life)

### **Students with special needs / Students with children**

To find out about available facilities at LMU Munich before going abroad, students should contact the LMU Munich Erasmus-Incoming-Team directly ([erasmus-incoming@lmu.de](mailto:erasmus-incoming@lmu.de)). See also:

[www.uni-muenchen.de/barrierefrei](http://www.uni-muenchen.de/barrierefrei)

[www.uni-muenchen.de/studierenmitkind](http://www.uni-muenchen.de/studierenmitkind)

### **Academic Year**

The academic year consists of two semesters – winter and summer.

The months of March, August, and September are officially free of lectures. However, students may have examinations, additional courses, or papers to concern themselves with during these months. Students should ask their departmental coordinators about the examination schedule.

[www.en.lmu.de/students/exchange/incomings/austausch\\_engl/studying/academic\\_calendar](http://www.en.lmu.de/students/exchange/incomings/austausch_engl/studying/academic_calendar)

### **Course Information**

The up-to-date course catalogue is available only two months before the beginning of each semester. Before the catalogue goes online students may consult the faculty websites where there is often general information about choosing courses etc.

[http://www.en.lmu.de/students/exchange/incomings/austausch\\_engl/studying/choosing\\_courses](http://www.en.lmu.de/students/exchange/incomings/austausch_engl/studying/choosing_courses)

### **Application and Registration**

After completing the online application at our website, students should print out the form and have it signed by the relevant coordinator at the home university. The application should then be sent with all supporting documents to the LMU International Office.

Registration of new Erasmus incoming students usually takes place in September/October and March/April respectively. Students are informed about registration dates in the official letter of acceptance (Zulassungsbescheid), which they will receive no later than 6 weeks after the application deadline.

[www.en.lmu.de/students/exchange/incomings/austausch\\_engl/application](http://www.en.lmu.de/students/exchange/incomings/austausch_engl/application)

### **Language Courses**

[www.en.lmu.de/students/exchange/incomings/austausch\\_engl/orientation](http://www.en.lmu.de/students/exchange/incomings/austausch_engl/orientation)

## **E. Calendar**

1. Applications/information on nominated students must reach the receiving institution by:

<b>Receiving institution</b> [Erasmus code]	<b>Autumn term*</b> [month]	<b>Spring term*</b> [month]
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D MUNCHEN01	Nomination deadline: May 1 Application deadline: June 1	Nomination deadline: November 1 Application deadline: December 1
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2. **The receiving institution** will send its decision within 6 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

A notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 20XX will only take effect as of 1 September 20XX+1. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

## F. Information

### 1. Grading systems of the institutions

#### Grading System

At LMU Munich credit for Bachelor and Master Courses is given in accordance with the European Credit Transfer System (ECTS). The recommended workload is 30 ECTS per semester. All coursework will be graded in accordance with the German grading system.

General Grading System	Grading System for Law
< 1,00 exceptional (not given in all departments)	16 – 18 points: very good (outstanding)
1,00 – 1,50 very good (sehr gut)	13 – 15 points: good (well above average)
1,51 – 2,50 good (gut)	10 – 12 points: fully satisfactory (above average)
2,51 – 3,50 satisfactory (befriedigend)	07 – 09 points: satisfactory (meets all normal requirements)
3,51 – 4,00 sufficient (ausreichend)	04 – 06 points: sufficient (meets requirements, some weakness)
> 4,00 deficient (mangelhaft)	01 – 03 points: deficient (considerable weakness, unacceptable)
	0 points: inadequate/unsatisfactory (wholly unacceptable)

### 2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
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D MUNCHEN01	<a href="mailto:Erasmus-incoming@lmu.de">Erasmus-incoming@lmu.de</a>	<a href="http://www.en.lmu.de/students/exchange/incomings/austausch_engl/living/visa">www.en.lmu.de/students/exchange/incomings/austausch_engl/living/visa</a>
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### 3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D MUNCHEN01	<a href="mailto:Erasmus-incoming@lmu.de">Erasmus-incoming@lmu.de</a>	<a href="http://www.en.lmu.de/students/exchange/incomings/austausch_engl/living/health_insurance">http://www.en.lmu.de/students/exchange/incomings/austausch_engl/living/health_insurance</a>

### 4. Housing

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D MUNCHEN01	<a href="mailto:Christine.kern@lmu.de">Christine.kern@lmu.de</a>	<a href="http://www.en.lmu.de/students/exchange/incomings/austausch_engl/living/accommodation">www.en.lmu.de/students/exchange/incomings/austausch_engl/living/accommodation</a>

The "Studentenwerk" is responsible for providing accommodation for Erasmus students. The allocation of rooms in student residences run by the Studentenwerk is, however, coordinated at the International Office. Accommodation cannot be guaranteed to all Erasmus students. The International Office will however provide information and assistance to incoming students according to the requirements of the Erasmus Charter for Higher Education.