

Erasmus+ Programme

D MUNCHEN01

Ludwig-Maximilians Universität München

Departmental coordinator: Prof. Cotticelli Paola

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)
Ludwig-Maximilians Universität München	D MUNCHEN01	<u>Institutional Coordinator:</u> Jean Schleiss, International Office Geschwister-Scholl-Platz 1, 80539 München Tel: +49 89 2180 3807, Fax: +49 89 2180 3136 E-mail: jean.schleiss@lmu.de <u>Departmental Coordinator:</u> Dr. Peter Arnold Mumm Vergleichende und Indogermanische Sprachwissenschaft Geschwister-Scholl-Platz 1, 80539 München Tel: +49 89 2180 2206, Fax: +49 89 2180 5345 E-mail: mumm@lrz.uni-muenchen.de	www.lmu.de/en/international/incoming Course catalogue: www.lsf.lmu.de

C. Recommended language skills

Receiving institution [Erasmus code]	Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	
D MUNCHEN01	Linguistics	German	n/a	B1 (vedere link web per aggiornamenti)*	

(*) Link per aggiornamenti competenza linguistica:

http://www.en.uni-muenchen.de/students/exchange/incomings/austausch_engl/application/language_requirements/index.html

D. Additional requirements

D MUNCHEN01: see annex

Student Mobility for Studies

Receiving institution [Erasmus code]	Subject area	Minimum Number of Credits to be included in the study plan	Faculty or Department(s) where students will be entitled to attend courses/modules	Access to other Faculties or Departments (yes / no)	Support and infrastructure to welcome students/staff with disabilities (yes / no)
D MUNCHEN01	Linguistics	tbd	Fakultät für Sprach- und Literaturwissenschaften	Yes (<u>to be agreed previously on a case to case basis</u>)	Yes

D MUNCHEN01: See annex

E. Calendar

Receiving institution [Erasmus code]	Autumn term APPLICATION DEADLINE	Spring term APPLICATION DEADLINE
D MUNCHEN01	May 01 nomination June 01 application	November 01 nomination December 01 application

F. Information

1. Grading systems of the institutions

Receiving institution [Erasmus code]	ECTS Link
D MUNCHEN01	See annex

2. Visa

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

3. Insurance

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

4. Housing

Institution [Erasmus code]	Contact details (email, phone)	Website for information
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D MUNCHEN01

Christine.kern@lmu.de

www.lmu.de/en/international/incoming >living in Munich>accommodation



Erasmus/SEMP at LMU Munich (D MUNCHEN01) Key Data for Partner Institution

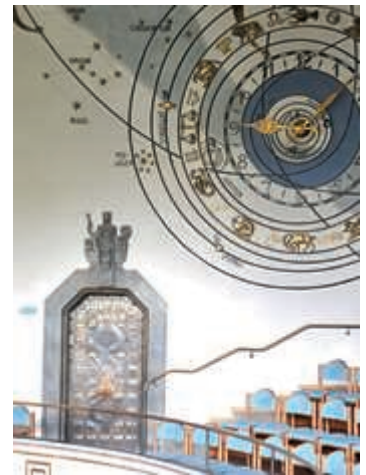
Institution Details

Name of Institution	Ludwig-Maximilians-Universität (LMU)
ERASMUS ID Code	D MUNCHEN01
Postal Address	International Office Geschwister-Scholl-Platz 1 80539 München Germany
Visiting Address	Ludwigstraße 27, room G005, 80539 München
Website	www.lmu.de/en/international/incoming



Erasmus/SEMP Contacts

Erasmus Institutional Coordinator and Bilateral Agreements Manager	Ms Jean Schleiss Phone: +49 89 2180 - 3807; Fax: +49 89 2180 - 3136 jean.schleiss@lmu.de
Incoming Students	Ms Claudia Gebhard and Ms Lena Beggel Phone: +49 89 2180 - 2799; Fax: +49 89 2180 - 3136 erasmus-incoming@lmu.de
Outgoing Students	Ms Claudia Wernthaler Phone: +49 89 2180 - 3795; Fax: +49 89 2180 - 3136 claudia.wernthaler@lmu.de
Support Services for Incoming Students	Ms Monique Esnouf Phone: +49 89 2180 - 2019 mesnouf@lmu.de



Nomination of Exchange Students

Please nominate exchange students either online: www.moveonnet.eu/mymoveonnet/enomination or by e-mail to erasmus-incoming@lmu.de before the following deadlines:	
Winter Semester	May 1
Summer Semester	November 1



Application and Registration Procedures

Application	
After completing the online application at our website, students should print out the form, have it signed by the relevant coordinator at the home university, and then send it by post to the International Office at LMU.	
Application Deadlines	
Winter Semester: June 1	Summer Semester: December 1





Application and Registration Procedures

Registration

Registration of new incoming ERASMUS students takes place in September/October and March/April respectively. Students are informed about registration dates in the official letter of acceptance (Zulassungsbescheid), which they receive after the application deadline.



Accommodation

The "Studentenwerk" is responsible for providing accommodation for Erasmus/SEMP students. The allocation of rooms is, however, coordinated at the International Office christine.kern@lmu.de

Accommodation cannot be guaranteed to all Erasmus/SEMP students. Students wishing to apply for student accommodation should tick the appropriate box in the online application form for admission. Applications arriving after the deadline cannot be considered.



The Academic Year

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

Academic Year	Semester	Start Date	Lecture Start Date	Lecture End Date	End Date
2016/17	Winter	1 October 2016	17 October 2016	11 February 2017	31 March 2017
	Summer	1 April 2017	24 April 2017	30 July 2017	30 September 2017
2017/18	Winter	1 October 2017	16 October 2017	10 February 2018	31 March 2018
	Summer	1 April 2018	09 April 2018	14 July 2018	30 September 2018

Note: 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.



Studying at LMU Munich

Course Information

Students may consult the online course catalogue at: www.lsf.lmu.de (no login required, they simply click on the link Vorlesungsverzeichnis to access the online course catalogue.)

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.

Erasmus/SEMP 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).





Studying at LMU Munich (contd.)

If they have no previous knowledge and study experience in a subject area, Erasmus/SEMP students will solely be permitted to take introductory courses in this field. As a rule, bachelor students will not be permitted to take master courses (any exceptions to this rule will be discussed and decided by LMU).

Grading System

At LMU credit for Bachelor and Master Courses is given in accordance with the European Credit Transfer System (ECTS). All coursework will be graded in accordance with the German grading system ("1"–"6", with "1" being the best and "6" the worst grade). A course that is graded with 4 or above is passed. Some courses are not graded (non-graded lectures).



Language Requirements

German Language Proficiency at LMU

As most undergraduate courses at LMU are held in German we recommend that incoming students have at least level B1 (according to the "Common European Framework of Reference for Languages"). For details concerning the language requirements see: www.en.lmu.de/students/exchange/incomings/austausch_engl/application/language_requirements



General Information

Visa

Depending on the country of origin, there are different entry and residence regulations for students. Detailed information can be found in the handbook for exchange students: www.en.lmu.de/students/exchange/incomings/austausch_engl/living/visa

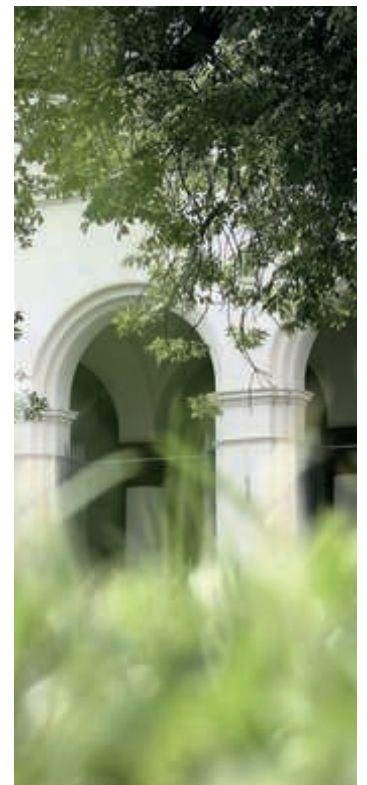
Students, who require a visa, are strongly recommended to submit the printed application and supporting documents before the application deadlines

Insurance

We strongly recommend that students arrive with adequate travel insurance to cover them until they are officially registered as students at LMU. Adequate health insurance is mandatory for all exchange students. There are different regulations depending on the students' country of origin. Students who do not have an EHIC or whose home country does not have a social insurance treaty with Germany are strongly recommended to take out German health insurance cover for the duration of their stay. Please note that travel insurance for the duration of their stay is not enough and will not be accepted at registration. LMU also strongly recommends an accident, personal and third party liability insurance for the duration of stay in Germany. Detailed information can be found at: www.en.lmu.de/students/exchange/incomings/austausch_engl/living/health_insurance

Students with Special Needs / Students with Children

To find out about facilities available at LMU before going abroad, students should contact the director of incoming student support services: mesnouf@lmu.de



Handbook for Exchange Students

Detailed information about all points mentioned above and other useful information can be found in the handbook for exchange students: www.en.lmu.de/students/exchange/incomings/austausch_engl/downloads/index.html

