

# Erasmus+ Programme

## D MAINZ01

### Johannes Gutenberg Universität Mainz

Departmental coordinator: Prof. Arcangeli Alessandro

#### 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)
<b>Johannes Gutenberg Universität Mainz</b>  Institutional Coordinator Dr. Birgit Weiss  Departmental Coordinator(s) Prof. Jörg Rogge	<b>D MAINZ01</b>	International Relations Office Postal address: Abteilung Internationales, Int 1 Building Forum 1 D 55099 Mainz – Alemania Phone: +49 6131 39 22902 / 3926783 / +49-6131-39 20039 Fax: +49 6131 3927018 / 3927018 E-mail: erasmus@international.uni-mainz.de	Web page: <a href="http://www.uni-mainz.de/">http://www.uni-mainz.de/</a>  Course Catalogue: see annex

#### 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	
<b>D MAINZ01</b>	History and Archaeology	German	English for several programs and courses for exchange students	B1 GERMAN	

#### D. Additional requirements

##### 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)
<b>D MAINZ01</b>	History and Archaeology	See annex			

## D MAINZ01:

See annex

## E. Calendar

Receiving institution [Erasmus code]	Autumn term APPLICATION DEADLINE	Spring term APPLICATION DEADLINE
D MAINZ01	July 15	January 15

## F. Information

### 1. Grading systems of the institutions

Receiving institution [Erasmus code]	ECTS Link
D MAINZ01	See annex

### 2. Visa

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D MAINZ01	See annex	

### 3. Insurance

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D MAINZ01	See annex	

### 4. Housing

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D MAINZ01	See annex	

# Annex to Erasmus+ Inter-Institutional Agreement

## Institutional Factsheet

### Johannes Gutenberg-Universität Mainz, **Campus Mainz**

#### 1. Institutional Information

##### 1.1. Institutional details

<b>Name of the institution</b>	Johannes Gutenberg-Universität Mainz
Erasmus Code	D MAINZ 01
EUC	Nr. 29716
Institution website	<a href="http://www.uni-mainz.de">http://www.uni-mainz.de</a>
Online course catalogue	<a href="https://jogustine.uni-mainz.de">https://jogustine.uni-mainz.de</a>

##### 1.2. Main contacts

<b>Contact person</b>	Ms Dr. Birgit Weiss
<b>Responsibility</b>	Central management of the ERASMUS+ programme Teaching Staff Mobility, Staff Mobility, Bilateral Agreements
<b>Contact details</b>	Phone: +49613139 22902 Fax: +49 6131 39 27018 Email: <a href="mailto:erasmus@international.uni-mainz.de">erasmus@international.uni-mainz.de</a>

<b>Contact person</b>	Ms Lenka Tucek
<b>Responsibility</b>	Central management of the ERASMUS+ programme Contact person for outgoing students
<b>Contact details</b>	Phone: +49613139 20039 Fax: +49 6131 39 27018 Email: <a href="mailto:erasmus@international.uni-mainz.de">erasmus@international.uni-mainz.de</a>

<b>Contact person</b>	Ms Silke Jennerich
<b>Responsibility</b>	Contact person for incoming students
<b>Contact details</b>	Phone: +49613139 26288 Fax: +49 6131 39 27018 Email: <a href="mailto:erasmus@international.uni-mainz.de">erasmus@international.uni-mainz.de</a>

#### 2. Detailed requirements and additional information

##### 2.1. Recommended language skills

The sending institution, following agreement with our 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:

Type of mobility	Subject area	Language(s) of instruction	Recommended language of
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			instruction level *
Student Mobility for Studies	Any	German	B1
Staff Mobility for Teaching	Any	German / English	B2

\* Level according to Common European Framework of Reference for Languages (CEFR)

<http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

For more details on the language of instruction recommendations, please refer to our course catalogue.

## 2.2. Additional requirements

JGU's Student Disabilities' Service offer assistance to help disabled students to complete their exchange period under the best possible conditions.

## 2.3. Calendar

### 2.3.1. Nomination Deadlines

There is no nomination deadline. Applications must reach our institution by:

<b>Winter term</b>	July 15
<b>Summer term</b>	January 15

### 2.3.2. Decision Response

We will send our decision within 5 weeks.

### 2.3.3. Transcripts of Records

A Transcript of Records will be issued no later than 5 weeks after the assessment period has ended at our institution.

### 2.3.4. Termination of Agreement

In the event of unilateral termination, 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. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

## 3. Additional information

### 3.1. Grading system

Currently not available

### 3.2. Visa

Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, 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:

<b>Contact person</b>	Ms Marta Marciniak-Gorski
<b>Responsibility</b>	Visa assistance for incoming students/staff
<b>Contact details</b>	Phone: +49 6131 3921225 Fax: +49 6131 3925548 - Email: <a href="mailto:service@international.uni-mainz.de">service@international.uni-mainz.de</a>
<b>Website</b>	<a href="http://www.international.uni-mainz.de/">http://www.international.uni-mainz.de/</a>

### 3.3. Insurance

Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

We will inform incoming students/staff of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

<b>Contact person</b>	N.N.
<b>Responsibility</b>	Contact person for incoming students/staff
<b>Contact details</b>	<a href="mailto:erasmus@international.uni-mainz.de">erasmus@international.uni-mainz.de</a>
<b>Website</b>	<a href="http://www.uni-mainz.de/studium/333_DEU_HTML.php">http://www.uni-mainz.de/studium/333_DEU_HTML.php</a>

### 3.4. Housing

Our institution will guide incoming student/staff 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:

<b>Contact person</b>	Ms Petra Volanakis
<b>Responsibility</b>	Housing arrangements
<b>Contact details</b>	<a href="mailto:international@studierendenwerk-mainz.de">international@studierendenwerk-mainz.de</a>
<b>Website</b>	<a href="http://sis-mainz.de/">http://sis-mainz.de/</a>



# Annex to Erasmus+ Inter-Institutional Agreement

## Institutional Factsheet

### Johannes Gutenberg-Universität Mainz, Campus Mainz

#### 1. Institutional Information

##### 1.1. Institutional details

Name of the institution	Johannes Gutenberg-Universität Mainz
Erasmus Code	D MAINZ 01
EUC	Nr. 29716
Institution website	<a href="http://www.uni-mainz.de">http://www.uni-mainz.de</a>
Online course catalogue	<a href="https://jogustine.uni-mainz.de">https://jogustine.uni-mainz.de</a>

##### 1.2. Main contacts

Contact person	Ms Dr. Birgit Weiss
Responsibility	Central management of the ERASMUS+ programme Teaching Staff Mobility, Staff Mobility, Bilateral Agreements
Contact details	Phone: +49613139 22902 Fax: +49 6131 39 27018 Email: <a href="mailto:erasmus@international.uni-mainz.de">erasmus@international.uni-mainz.de</a>

Contact person	Ms Lenka Tucek
Responsibility	Central management of the ERASMUS+ programme Contact person for outgoing students
Contact details	Phone: +49613139 20039 Fax: +49 6131 39 27018 Email: <a href="mailto:erasmus@international.uni-mainz.de">erasmus@international.uni-mainz.de</a>

Contact person	Ms Lara Neef
Responsibility	Contact person for incoming students
Contact details	Phone: +49613139 26288 Fax: +49 6131 39 27018 Email: <a href="mailto:erasmus@international.uni-mainz.de">erasmus@international.uni-mainz.de</a>

#### 2. Detailed requirements and additional information

##### 2.1. Recommended language skills

The sending institution, following agreement with our 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:

Type of mobility	Subject area	Language(s) of instruction	Recommended language of instruction level *
Student Mobility for Studies	Any	German / occasionally English	B1
Staff Mobility for Teaching	Any	German / English	B2

\* Level according to Common European Framework of Reference for Languages (CEFR).  
<http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

Exchange students do not have to pass a formal language examination in German in order to qualify for enrolment at JGU. We do, however, expect intermediate language proficiency in German equivalent to B1 since only a few departments offer courses in English. *Please check with the departmental coordinators before you nominate the students.*

For more details on the language of instruction recommendations, please refer to our course catalogue. <https://jogustine.uni-mainz.de> (Click "course catalogue")

Language courses for ERASMUS students are offered by the language center (ISSK) during the semester (all levels): <http://www.issk.uni-mainz.de/41.php#Erasmus>

## 2.2. Calendar

### 2.2.1. Academic Calendar

The academic calendar is available online <http://www.studium.uni-mainz.de/fristen-und-termin-e-studium/> (German version only)

**Exam period:** There is no general exam period. Exams are usually scheduled for the last week of classes or for the weeks that follow.

**InfoDays** for exchange students:

<b>Winter term</b>	Early October - Recommended arrival date: October 1
<b>Summer term</b>	Early April - Recommended arrival date: April 1

### 2.2.2. Nomination Deadlines

There is no nomination deadline.

### 2.2.3. Application Deadlines and Procedures

Information about the application procedures is available online (including a PDF and a video-tutorial for the online application system): <http://www.studying.uni-mainz.de/application-and-admission/>

Applications must reach our institution by:

<b>Winter term</b>	July 15*
<b>Summer term</b>	January 15*

\* We will also consider applications that arrive at a later date. But esp. for students who need to apply for a visa it is necessary to send the application as soon as possible.

### 2.2.4. Decision Response

We will send our decision within 5 weeks.

## 2.3. Choice of courses

All courses are listed in our online course catalogue: <https://jogustine.uni-mainz.de> (available without login, click "course catalogue"). Students are allowed to choose courses from different departments. It is recommended, however, to take at least 50% in the field they are enrolled in. Courses in Music, Sports, Arts and Medicine are not available to students from other departments.

## 2.4. Transcript of Records

A Transcript of Records will be issued by the respective departments no later than 5 weeks after the assessment period has ended at our institution.

## 2.5. Termination of Agreement

In the event of unilateral termination, 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. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

## 3. Additional information

### 3.1. Grading system

Number Grade	Corresponding Letter Grade
1,0	Sehr gut / Very good
1,3	Sehr gut / Very good
1,7	Gut / Good
2,0	Gut / Good
2,3	Gut / Good
2,7	Befriedigend / Satisfactory
3,0	Befriedigend / Satisfactory
3,3	Befriedigend / Satisfactory
3,7	Ausreichend /Sufficient
4,0	Ausreichend /Sufficient
5,0	Mangelhaft / Fail

### 3.2. Visa

Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, 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:

<b>Contact person</b>	Ms Marta Marciniak-Gorski
<b>Responsibility</b>	Visa assistance for incoming students/staff
<b>Contact details</b>	Phone: +49 6131 3921225 Fax: +49 6131 3925548 - Email: <a href="mailto:service@international.uni-mainz.de">service@international.uni-mainz.de</a>
<b>Website</b>	<a href="https://www.international-office.uni-mainz.de/exchange/visa/">https://www.international-office.uni-mainz.de/exchange/visa/</a>

### 3.3. Insurance

Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

We will inform incoming students/staff of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

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<b>Website</b>	<a href="https://www.international-office.uni-mainz.de/exchange/health-insurance/">https://www.international-office.uni-mainz.de/exchange/health-insurance/</a>

### 3.4. Additional Requirements

JGU's Student Disabilities' Service offer assistance to help disabled students to complete their exchange period under the best possible conditions. <http://www.barrierefrei.uni-mainz.de/>



### 3.5. Housing

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<b>Application deadline</b>	Winter term: July 15 Summer term: January 15
<b>Special offer</b>	If your students apply before the deadline the Studierendenwerk guarantees a room for ERASMUS students in one of the student dorms.

### 3.6. Buddy Program

Our institution offers a Buddy Program ("TOM – Tutors of Mainz") for international students [www.tutorsofmainz.de](http://www.tutorsofmainz.de).

In addition the program "Fremde werden Freunde"/ "Foreigners become Friends" helps international students to get in touch with citizens of Mainz. <http://www.fremdewerdenfreunde-mainz.de/>



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3,3	Befriedigend / Satisfactory
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<b>Responsibility</b>	Visa assistance for incoming students/staff
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<b>Website</b>	<a href="https://www.international-office.uni-mainz.de/exchange/health-insurance/">https://www.international-office.uni-mainz.de/exchange/health-insurance/</a>

### 3.4. Additional Requirements

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<b>Website</b>	<a href="http://www.studierendenwerk-mainz.de/internationales/a-home-away-from-home/living-international/?L=3">http://www.studierendenwerk-mainz.de/internationales/a-home-away-from-home/living-international/?L=3</a>
<b>Application deadline</b>	Winter term: July 15 Summer term: January 15
<b>Special offer</b>	If your students apply before the deadline the Studierendenwerk <b>guarantees</b> a room for ERASMUS students in one of the student dorms.

### 3.6. Buddy Program

Our institution offers a Buddy Program (“TOM – Tutors of Mainz”) for international students [www.tutorsofmainz.de](http://www.tutorsofmainz.de).

In addition the program “Fremde werden Freunde”/ “Foreigners become Friends” helps international students to get in touch with citizens of Mainz. <http://www.fremdewerdenfreunde-mainz.de/>