

Universität Bielefeld

D BIELEFELD 01

Prof. Luca Di Persio
Dipartimento di Informatica

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: Universität Bielefeld Institutional Coordinator Karin Kruse Departmental Coordinator(s) Prof. Dr. Barbara Gentz	D Bielefeld 01	International Relations Office Postal address: International Office Universitätsstr. 25, 33615 Bielefeld Tel: +49 521 106 4087 E-mail: karin.kruse@uni-bielefeld.de Faculty of Mathematics Tel: +49 521 106 4788 E-Mail: gentz@math.uni-bielefeld.de	Web page: www.uni-bielefeld.de Course Catalogue: www.uni-bielefeld.de/ekvv

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 [Minimum recommended level: B1]	
D Bielefeld 01	German	English for 2 nd and 3 rd cycle	B1	

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 Bielefeld 01	30 per semester	Yes	Yes (<u>to be agreed previously on a case to case basis</u>)	Yes

D Bielefeld01:

For further information please refer to the International Students Guide available online:

<http://www.uni-bielefeld.de/International/Students/non-degree/>

E. Calendar

Receiving institution [Erasmus code]	Autumn term APPLICATION DEADLINE	Spring term APPLICATION DEADLINE
D Bielefeld 01	See Fact Sheet	See Fact Sheet

D Bielefeld01:

Students who are nominated by their home university coordinators per mail to the International Office at Bielefeld University will receive a mail with information about the online registration process.

2. The receiving institution will send its decision within 5 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

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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 31 October 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."]

F. Information

Receiving institution [Erasmus code]	ECTS Link
D Bielefeld 01	http://www.uni-bielefeld.de/(en)/International/Students/non-degree/studienleistungen.html

2. Visa

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D Bielefeld 01	sabine.scheuer@uni-bielefeld.de Phone: +49 521 106 3436	www.uni-bielefeld.de/International/Students/non-degree/preparations

3. Insurance

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D Bielefeld 01	sabine.scheuer@uni-bielefeld.de Phone: +49 521 106 3436	www.uni-bielefeld.de/International/Students/non-degree/upon-arrival/health-insurance.html

4. Housing

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D Bielefeld 01	Accommodation Service wohnen-io@uni-bielefeld.de Phone: +49 521 106 2487	www.uni-bielefeld.de/International/Students/non-degree/preparations/wohnen.html

Information for ERASMUS+ and other Cooperation Programmes in 2016/17

<p>Address</p>	<p>Universität Bielefeld, International Office P.O.Box 10 01 31, 33501 Bielefeld, Germany ERASMUS Code: D BIELEFE 01</p>
<p>Homepage</p>	<p>http://www.uni-bielefeld.de/ http://www.uni-bielefeld.de/io</p>
<p>Winter semester</p> <p>Summer semester</p> <p>Language of teaching</p>	<p>1 October 2016 – 31 March 2017 Lecture period: 17 October 2016 – 10 February 2017 Vacation: 24 December 2016 – 6 January 2017</p> <p>1 April – 30 September 2017. Lecture period: 18 April – 28 July 2017</p> <p>Mostly German with some exceptions: all courses in British/American Studies and some international track courses in Sociology, Politics, Educational Science and Informatics are taught in English; also some MA courses in Economics and Natural Sciences, see: http:// www.uni-bielefeld.de/ekvv >> Courses taught in English</p>
<p>Admission</p> <p>Closing dates</p>	<p>Students need to be nominated by their home university coordinators to the International Office (IO) at Bielefeld Univ. They will then receive an e-mail with information about the online registration process. This e-mail is usually sent out in April (for winter semester) or October (for summer sem.). The IO sends out letters of admission a few weeks after having received the printout of the online registration resp. application of admission (= 'Antrag auf Zulassung').</p> <p>Registration period for winter semester 2016/17: April 15 until June 1, 2016 Registration period for summer sem. 2017: Oct. 1 until November 15, 2016</p>
<p>Language courses and orientation programme for Erasmus- and other cooperation students</p>	<p>The language & orientation programme takes place before the beginning of the lecture period with the following activities amongst others:</p> <ul style="list-style-type: none"> • Intensive German language course (see below) • Registration; university, library and study system orientation • Tour of the city and trips to places of interest ... <p>Intensive German language course 4-week intensive German language course (20 lessons/week) at different levels of the CEFR (Common European Framework of Reference for Languages). A compulsory language assessment test is taken on the first day of the orientation program. Programme dates: >> 16 September – 14 October 2016 (before winter semester classes) >> 17 March – 13 April 2017 (before summer sem. classes).</p> <p>Incoming Erasmus and Cooperation students whose German language level is below C1 of the CEFR when they come to Bielefeld University are expected to take part in these programmes. For students who already have a German level of C1 when starting their study period at Bielefeld University a short orientation programme will be offered directly before the start of classes.</p> <p>During the lecture-period additional German language courses at different levels will be offered for Erasmus/Cooperation students, however, no beginners' courses!</p>
<p>Subject courses</p> <p>Number of courses per semester</p>	<p>The electronic course schedule of all departments will be published online approx. three months before classes begin, i.e. mid-June (for winter semester) and mid-January (for summer semester). Learning agreements should <u>not</u> be sent before these publishing dates! >> http:// www.uni-bielefeld.de/ekvv</p> <p>The number of courses cooperation students take during their stay at Bielefeld University varies. Students are asked to discuss their study plans - as soon as the courses for the semester in question are online - with their departmental coordinator and/or academic advisor at the home and the host university. This also refers to the recognition of courses at the home university.</p>

<p>Credit points/ 'Leistungspunkte'</p>	<p>Recommended workload for Bielefeld students in a degree programme: 30 credits = <i>Leistungspunkte (LP)</i> per semester. Erasmus/Cooperation students may take less ECTS/LP in accordance with their German language ability and their arrangements with the home university.</p>																		
<p>Grading system</p>	<table border="0"> <tr> <td>Sehr gut:</td> <td>1,0 - 1,3</td> <td>very good</td> </tr> <tr> <td>Gut:</td> <td>1,7 - 2,3</td> <td>good</td> </tr> <tr> <td>Befriedigend:</td> <td>2,7 - 3,3</td> <td>satisfactory</td> </tr> <tr> <td>Ausreichend:</td> <td>3,7 - 4,0</td> <td>sufficient</td> </tr> <tr> <td>Nicht bestanden:</td> <td>5,0</td> <td>fail</td> </tr> <tr> <td>Bestanden (ohne Note):</td> <td></td> <td>completed <i>or</i> passed successfully (not graded)</td> </tr> </table>	Sehr gut:	1,0 - 1,3	very good	Gut:	1,7 - 2,3	good	Befriedigend:	2,7 - 3,3	satisfactory	Ausreichend:	3,7 - 4,0	sufficient	Nicht bestanden:	5,0	fail	Bestanden (ohne Note):		completed <i>or</i> passed successfully (not graded)
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<p>Accommodation</p>	<p>The International Office supports international students in finding accommodation. It offers allocated places in student residences and informs about offerings in private accommodation, as there are not enough places in student residences available.</p> <p>The accommodation request (= Mietgesuch), which can be downloaded from the online registration portal, should be sent as early as possible to the International Office. Closing dates are: June 1, 2016 for winter semester 2016/17; November 15, 2016 for summer semester 2017.</p>																		
<p>Living costs</p>	<p>Monthly 700 – 800 Euro (for housing, meals, books, trips...), in addition appr. 275 Euro 'Semestergebühr' (semester fee) to be paid at registration. This fee includes a ticket for free public transport in the city and area of Bielefeld and on regional trains/buses in North-Rhine Westphalia for the whole semester, i.e. six months.</p>																		
<p>Visa & residence permit</p>	<p>Students from most non-EU countries must apply for a study visa in their home country (for exceptions see the website of the German embassy in your home country). For this, the letter of admission is needed.</p> <p>Non-EU students who stay longer than three months in Bielefeld need a residence permit. They apply for this at the city council's 'Ausländerbehörde' after registration at Bielefeld University.</p>																		
<p>Health insurance</p>	<p>Health insurance for students is obligatory in Germany and valid proof of it has to be shown at university registration, otherwise registration is not possible.</p> <p>Students from EU member states are asked to present the European Health Insurance Card (EHIC) - if applicable - or an equivalent insurance certificate. EHIC or certificate must be valid until the official end of the semester (March 31 or September 30) resp. the end of the academic year (Sept.30) if students stay for two semesters.</p> <p>Non-EU citizens need to buy a public or private health insurance in Germany, immediately after their arrival. <u>Please note</u>: mere travel insurances are not accepted, they are not valid for registration as a student!</p>																		
<p>Contact persons in Bielefeld</p>	<p>Erasmus Institutional Coordinator: Karin Kruse karin.kruse@uni-bielefeld.de, Tel: ++49+521 106-4087</p> <p>Incoming Erasmus/Cooperation Students: Sabine Scheuer sabine.scheuer@uni-bielefeld.de, Tel: ++49+521 106-2426</p> <p>Erasmus-Initiative/Students' Mentoring Programme: erasmus-initiative@uni-bielefeld.de, Tel: ++49+521 106-4077</p> <p>Accommodation Service: wohnen-io@uni-bielefeld.de, Tel: ++49+521 106-2487</p>																		