



Joint Study - Fact Sheet 2016/2017

Name of the institution	KARL-FRANZENS-UNIVERSITÄT GRAZ
Visiting & post address	Universitätsplatz 3 A-8010 Graz Austria/Europe
Head of institution	Professor Dr. Christa Neuper, Rector
Website	http://www.uni-graz.at/en/

Office of International Relations	Universitätsplatz 3 A-8010 Graz- Austria/Europe fax: +43-316-380-9156
Head of office	Sabine PENDL ph: +43-316-380-2211 / e-mail: sabine.pendl@uni-graz.at
Academic Coordinator in the study field	xxx
INCOMING students	Christa GRASSAUER ph: +43-316-380-1254 / e-mail: christa.grassauer@uni-graz.at
Website	http://international.uni-graz.at/en/

	Winter semester (W)	Summer semester (S)
Arrival Dates	Taking German course 01 Sept 2016 NOT taking German course 01 – 14 Sept 2016	Taking German course 06 Feb 2017 NOT taking German course 06 – 14 Feb 2017
Pre-semester German Course	02 – 23 Sept 2016	06 – 28 Feb 2017*
Welcome Week ➤ Winter semester ➤ Summer semester	Welcome Week sessions are NO walk-in sessions and are MANDATORY and include sessions about orientation / registration / course system / residence permit / health insurance: Welcome Week I 05.09.2016 – 09.09.2016 Welcome Week II 15.09.2016 – 21.09.2016	Welcome Week 16.02.2017 – 22.02.2017
Lecture Period Academic Calendar	beginning of Oct – end of Jan 03 Oct 2016 – 03 Feb 2017	beginning of Mar – end of Jun 06 March – 30 June 2017

* Students participating in the pre-semester German course in February 2017 will start the course with oral placement test on 07 February 2017

Nomination	<p>Nomination by email to christa.grassauer@uni-graz.at and the Academic Coordinator in the study field including the following information</p> <ul style="list-style-type: none"> • <i>first and last name as it appears in the passport,</i> • <i>student's email address,</i> • <i>semester/s student is nominated for</i> [winter semester = Sept-Jan, summer semester = Feb-June/July], • <i>field/s and level of study at home university</i> <p>Nomination deadlines: 15th March for the winter semester / academic year 15th August for the summer semester</p> <p>Late nominations can be accepted but <u>without guarantee for housing!</u></p>
Application	<p>Nominated students will receive an access code for the online registration!</p> <p>Application documents must be sent in 1 PDF-file to: christa.grassauer@uni-graz.at</p> <p>Application deadlines: 1st June for the winter semester / academic year 1st November for the summer semester</p> <p>After having handed in the complete application documents, students will receive an Admission Letter, a Visa/Residence Permit Letter and our "Welcome Guide".</p>

Website	http://international.uni-graz.at/en/stud/incoming/nominiert/
Welcome Guide	Welcome Guide for students (incl. living expenses)
<u>Fields of Study</u>	<p>The University of Graz is a public HEI with an enrolment of 31.500 students and a strong international profile offering more than 100 BA, MA and PhD degrees which are open to exchange students (except for a few restrictions – see below).</p> <p>Focus: The university's regional focus on South-Eastern Europe is one of the defining factors throughout all areas of study.</p> <p>Co-enrollment: A unique cooperation with the Technical University of Graz (TUG) as well as Kunstuniversität Graz (KUG) allows students to co-enroll at TUG at no extra cost (TUG and KUG transcripts available). A min of 50 % of courses during the exchange must be taken at University of Graz.</p>
Course information	Online course guide
English-taught courses	Guidelines for course system Search for English-taught courses
Restrictions	<p>Pharmacology as well as Joint Degree Programs are NOT open to exchange students.</p> <p>Lab placements are generally difficult and cannot be guaranteed.</p> <p>An application for Translation/interpretation/transcultural communication with German is only possible if students are enrolled in a translation/interpretation degree at their home university.</p>
Early exams	... have to be arranged individually; professors have the last say in the matter. Early exams are NOT available for lecture-type courses at the Faculty of Business (pro-seminars, seminars are OK) and Prof. Wolf in the English Department

Housing	The Academic Coordinator will communicate housing options to nominated students.
Language Requirements	<p>The University of Graz recommends students to have language level B2 in German / two years of college German in order to take full advantage of the mobility as most courses at Graz University are taught in German.</p> <p>If students do not have any German knowledge, the University of Graz recommends them to have language level B2 in English and to check if they find enough courses taught in English in their field of study to meet their home university's credit requirements. Participation in the pre-semester German course is</p>

	mandatory for those students.
Language courses	3-week German Intensive Language Courses (6 ECTS credits incl. in transcript) are offered in September and February before the start of the semester at a reduced fee. Also German courses during the semester are offered. Further information
Buddy program	Students signing up for the buddy program will be assigned a buddy (= Austrian student) who will pick them up upon arrival and help them settle in. Sign-up at: http://unigraz.esnaustria.org/
Students - special needs	The " Integrated Studies " Centre is the central information and contact point.
Health Insurance	SEMESTER STAY: Students are allowed to bring health insurance coverage from abroad. Health insurance must comply with requirements for Visa D (information available at Austrian embassy). FULL YEAR STAY: Students <u>must buy Austrian National Health Insurance</u> . This policy covers students in Austria and all EU countries and costs: appr. € 56/month (info as of 2015). In Austria, basic dental and eye examinations as well as medication costs are included. However, this insurance is only available after students have arrived in Graz and it does not cover medical evacuation or repatriation. Students are therefore required to have additional travel insurance for their journey to Graz and back home and purchase medical evacuation/repatriation coverage for the entire length of their stay.
Visa & Residence Permit Further information	SEMESTER STAY: International students from outside the European Union must apply for a Visa D through the Austrian Embassy/Consulate in their country of residence. Students must finalize their visa process before arrival in Graz as visas <u>CANNOT</u> be applied for in Austria. Costs: appr. € 100 (info as of 2015) <u>Exception:</u> students holding a US or Canadian passport and studying at US or Canadian universities coming to University of Graz for their mobility semester, can apply for the visa after arrival at the Austrian embassy in Ljubljana (Slovenia). The process must be completed within the first 90 day of entry into the Schengen Area. These students will have to make sure that they fly directly to Austria (Vienna or Graz) and no other Schengen country when commencing their exchange! FULL YEAR STAY: Depending on their nationality students either need to apply for a residence permit via the Austrian embassy/consulate in their country of residence or can apply in Graz after arrival > details . Students who can apply after arrival in Graz must bring along all necessary documents (check with Austrian embassy for details). Students who must apply for the residence permit before they get to Graz have to send their application documents timely enough to receive the confirmation letter by regular mail. Graz University cannot bear the costs for sending these documents via courier. Costs: appr. € 120 (info as of 2015) <u>Student jobs available/allowed?</u> Visa regulations make finding a job very difficult (unless students also hold an EU passport). Graz University has no facilities to help secure a job. Students should NOT rely on getting a job in Graz when budgeting their exchange!
Transcripts	Students can print off their transcript through their UNIGRAZOnline account. These transcripts are automatically generated and, thus, do not bear signature nor stamp. Transcripts printed on official University's paper, signed and stamped by the director of studies will only be issued ONCE and upon email request. Further transcripts have to be requested from the Academic Affairs Office directly and come with a fee. Further information