

## Annex II to Erasmus+ Inter-Institutional Agreement Institutional Factsheet

### 1. Institutional Information

#### 1.1. Institutional details

|   |   |
|---|---|
| Name of the institution                 | Universität Duisburg-Essen  |
| Erasmus Code / PIC                      | D ESSEN04 / 999843312   |
| ECHE                                    | 220383-LA-1-2014-1-DE-E4AKA1  |
| Institution Web site                    | <a href="http://www.uni-due.de">http://www.uni-due.de</a>                               |
| International relations office Web site | <a href="http://www.uni-due.de/international/">http://www.uni-due.de/international/</a> |
| Online course catalogue                 | <a href="http://www.lsf.uni-due.de/">http://www.lsf.uni-due.de/</a>                     |

#### 1.2. Main contacts

|                 |   |
|-----------------|---|
| Contact person  | Ms Ira Terwyen  |
| Responsibility  | Erasmus Institutional coordinator   |
| Contact details | International Office<br>Universitätsstr. 15, 45141 Essen, Germany<br>Tel.: +49 201 12832032, FAX: +49 201 1832257<br>E-Mail: <a href="mailto:ira.terwyen@uni-due.de">ira.terwyen@uni-due.de</a> |

|                 |   |
|-----------------|---|
| Contact person  | Ms Ira Terwyen, International Office  |
| Responsibility  | Administrative contact for bilateral agreements   |
| Contact details | Universitätsstr. 15, 45141 Essen, Germany<br>Tel.: +49 201 12832032<br>E-Mail: <a href="mailto:ira.terwyen@uni-due.de">ira.terwyen@uni-due.de</a> |

|                 |  |
|-----------------|--|
| Contact person  | Ms Marion Kowalski, International Office   |
| Responsibility  | Contact person for outgoing students/staff/ Counseling for students with special needs   |
| Contact details | Universitätsstr. 15, 45141 Essen, Germany<br>Tel.: +49 201 1834610<br>E-Mail: <a href="mailto:erasmus@uni-due.de">erasmus@uni-due.de</a> |

|                 |   |
|-----------------|---|
| Contact person  | Ms Laura Seidel, International Office   |
| Responsibility  | Contact person for incoming students/staff// Counseling for students with special needs   |
| Contact details | Geibelstr. 41, SG 120, 47057 Duisburg, Germany<br>Tel.: +49 203 3791337<br>E-Mail: <a href="mailto:exchange.incomings@uni-due.de">exchange.incomings@uni-due.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 |              |                            | A good command of German(depending on the faculty B1) / English B1 |
| Staff Mobility for Teaching  |              |                            | German B1-B2/ English B2-C1  |

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

[https://www.uni-due.de/international/exchange\\_students.php](https://www.uni-due.de/international/exchange_students.php)

### 2.3. Calendar

|                    |               |
|--------------------|---------------|
| <b>Winter term</b> | 01.10.-31.03. |
| <b>Summer term</b> | 01.04.-30.09. |

#### 2.3.1. Nomination Deadlines

|                    |        |
|--------------------|--------|
| <b>Winter term</b> | 01.05. |
| <b>Summer term</b> | 01.11. |

Applications/information on students nominated must reach our institution by:

|                    |        |
|--------------------|--------|
| <b>Winter term</b> | 01.06. |
| <b>Summer term</b> | 01.12. |

#### 2.3.2. Decision Response

Approx. 1 month after application deadline

#### 2.3.3. Transcripts of Records

A Transcript of Records will be issued after the assessment period has finished at our institution.

#### 2.3.4. Termination of Agreement

This agreement can be terminated at any time by mutual consent. 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 of one given year will only take effect as of 1 September of the next year. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

### 3. Additional information

#### 3.1. Grading system

**Description of the institutional grading system:**

- 1,0 = sehr gut/ very good, excellent; (A)
- 1,3 = sehr gut/ very good, excellent (-); (A-)
- 1,7 = gut/ good (+); (B+)
- 2,0 = gut/ good; (B)
- 2,3 = gut/ good (-); (B-)
- 2,7 = befriedigend/ satisfactory (+); (C+)
- 3,0 = befriedigend/ satisfactory; (C)
- 3,3 = befriedigend/ satisfactory (-) (D+)
- 3,7 = ausreichend/ sufficient, low pass (+); (D)
- 4,0 = ausreichend/ sufficient, low pass (E)
- 4,3 - 6,0 = nicht bestanden/ unsatisfactory, failed

#### 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>  | Ira Terwyen  |
| <b>Responsibility</b>  | Deputy Director International Office   |
| <b>Contact details</b> | <a href="mailto:ira.terwyen@uni-due.de">ira.terwyen@uni-due.de</a>   |
| <b>Website</b>         | <a href="http://www.uni-due.de/welcome-services/en/nde_registration.php">http://www.uni-due.de/welcome-services/en/nde_registration.php</a> (for EU citizens)<br><a href="http://www.uni-due.de/welcome-services/en/nde_fro.php">http://www.uni-due.de/welcome-services/en/nde_fro.php</a> (For non EU citizens) |

#### 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: [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm). 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>  | Ms Ira Terwyen  |
| <b>Responsibility</b>  | Deputy Director International Office  |
| <b>Contact details</b> | <a href="mailto:ira.terwyen@uni.due.de">ira.terwyen@uni.due.de</a>  |
| <b>Website</b>         | <a href="http://www.uni-due.de/welcome-services/en/pi_doctor.php">http://www.uni-due.de/welcome-services/en/pi_doctor.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>  |   |
| <b>Responsibility</b>  |   |
| <b>Contact details</b> |   |
| <b>Website</b>         | <a href="http://studentenwerk.essen-duisburg.de/wohnen/">http://studentenwerk.essen-duisburg.de/wohnen/</a> |