



University of Graz

The University of Graz is a public HEI with a strong international profile offering more than 100 BA, MA and PhD degrees. Located in the city of Graz – Europe’s cultural capital 2003 – it is home and an exciting and inspiring environment for 30.300 students (11,6 % international), 2.600 academic and 1.200 administrative staff. An institution with a strong international profile it concentrates on the core activities of research and education at 6 faculties (Arts & Humanities, Law, Social and Economic Sciences, Theology, Natural Sciences and Environmental and Regional Sciences and Education). Close ties with almost 500 universities world-wide form the basis for the mobility of students, faculty and staff and numerous joint projects in teaching and research as well as organizational and curriculum development. The university has developed profound experience in working together with international partners in a variety of projects and programs, such as Erasmus Mundus, Tempus, Lifelong Learning Programmes [LLP], etc. for many of which the University of Graz also acts as the coordinator. Guest professors and guest researchers contribute significantly to the internationalization of our institution.

Committed to implementing the aims of the BOLOGNA-Process, the University of Graz contributes significantly to the creation of a European platform of higher education and thus strengthens its position as an internationally oriented institution of higher learning. As the only Austrian institution of higher learning, the University of Graz proves its role as an innovative and reform-oriented force within the COIMBRA Group and the UTRECHT Network.

Intensive co-operation with institutions of higher learning in South-Eastern Europe has been defined as one of the priorities within the university development strategy and has provided the University of Graz with an expertise unique in the German speaking area. Due to its profound knowledge of the potential and the needs of partners in the region and its international competence the university has long been an advocate of European integration and will continue to do so in the future.

Webpage: www.uni-graz.at

Webpage with specific information for Erasmus Mundus applicants:

BA/MA/PhD: <http://international.uni-graz.at/en/koop-proj/sp/ema2/ema2-info/ema2-incoming-students/>

PostDoc/Staff: <http://international.uni-graz.at/en/staff/pers-incoming/mobility-programs/ema-2/>

Contact data:

Contact for Incoming Undergraduate, Master and PhD applicants: erasmus.mundus@uni-graz.at

Contact for Outgoing Undergraduate, Master and PhD applicants: petra.rabitsch@uni-graz.at

Contact for Incoming+Outgoing PostDoc and Staff applicants: erasmus.mundus@uni-graz.at

Name of the University	University of Graz (Karl-Franzens-Universität Graz)	
Websites		
General Website	www.uni-graz.at	
Website with specific information for Emerge applicants (BA/MA/PhD)	http://international.uni-graz.at/en/koop-proj/sp/ema2/ema2-info/ema2-incoming-students/	
Website with specific information for Emerge applicants (PostDoc, Staff)	http://international.uni-graz.at/en/staff/pers-incoming/mobility-programs/ema-2/	
Website of the International Relations Office / International Students	http://international.uni-graz.at/en/	
Academic calendar (lecture periods)		
- Link to academic calendar	http://www.uni-graz.at/en/studying/for-prospective-students/important-dates-and-deadlines/	
- Lecture periods		
first term 2014/2015 (winter term), preliminary	start date: 01.10.2014	end date: 31.01.2015
	registration session (welcome events), preliminary : 01.09.2014-26.09.2014	
	examination period(s): end of semester / continuous (depending on course)	
second term 2014/2015 (summer term), preliminary	start date: 02.03.2015	end date: 04.07.2015
	registration session (welcome events), preliminary :	
	examination period(s): end of semester / continuous (depending on course)	
Admission and registration		
Exchange students (credit transfer, non degree seeking)		
<ul style="list-style-type: none"> ▪ At the moment of application and during the entire stay abroad, the students must be enrolled at their home institution. ▪ A learning agreement containing the intended courses (course nr, course title, ECTS) at the University of Graz is mandatory and must be submitted at the time of application for the program. ▪ Don't forget to scroll down to section 'Documents to be uploaded' for a list of documents that have to be uploaded for the Emerge application 		
undergraduate/bachelor	Possible duration	1 semester: 5 months 1 academic year: 10 months
	admission deadline	first term (winter): 1 June for winter semester Second term (summer): mobility start in second term NOT possible
	registration deadline	September for winter semester
	contact information	erasmus.mundus@uni-graz.at
master	admission deadline	First term (winter): 1 June for winter semester Second term (summer): mobility start in second term NOT possible

	registration deadline	September for winter semester
	contact information	erasmus.mundus@uni-graz.at
doctorate/PhD	admission deadline	first term (winter): 1 June for winter semester Second term (summer): mobility start in second term NOT possible
	registration deadline	September for winter semester
	contact information	erasmus.mundus@uni-graz.at
Course information websites		
- Undergraduate studies	https://online.uni-graz.at all degrees are German taught, though some offer a limited number of courses in English: http://international.uni-graz.at/en/stud/incoming/s-in-winfo/courses-taught-english/	
- Master programmes	https://online.uni-graz.at all degrees are German taught, though some offer a limited number of courses in English: http://international.uni-graz.at/en/stud/incoming/s-in-winfo/courses-taught-english/	
- Doctorate programmes	https://online.uni-graz.at some courses taught in English: http://international.uni-graz.at/en/stud/incoming/s-in-winfo/courses-taught-english/	
- PostDoc and Staff	http://international.uni-graz.at/en/staff/pers-incoming/mobility-programs/ema-2/	
Language requirements		
	EXCHANGE students (undergraduate/bachelor, master, PhD/doctoral level) no language certificate needed. However, preference will be given to applicants with a German language certificate (or English language certificate – in case you are only attending courses held in English). Exchange students without knowledge of German must have sufficient knowledge of English and must verify in detail in the online system whether they can find enough courses taught in English to fulfil the program requirements.	
accepted certificate(s)	German	Preferably ÖSD-certificate C1, Goetheinstitut certificate C1
	English	Preferably TOEFL, IELTS
Student and welcome services		
- Link to student guide	http://international.uni-graz.at/en/stud/incoming/welcome-guide-stud/	
- Estimated living expenses	See welcome guide - www.uni-graz.at/en/bibwww_welcome-guide_e.pdf	
- Housing	housing assistance (yes/no/type)	Yes, selected students will be informed about the procedures by the EMERGE contact person
	link to housing	www.housing.oead.at
- Facilities for students with special needs	(Yes/ No) Yes, www.uni-graz.at/services/behinderte.html	
- Welcome event / orientation week	Welcome Events are mandatory and include sessions about orientation/registration/health insurance/course system. In	

	addition students can sign up for the buddy program (pick-up and support by Graz student) <u>Winter semester:</u> Registration and Welcome Events: 01.09.2014-26.09.2014	
- Language course(s)	before the study periods	Intensive German course in September (lasting for three weeks before the start of the semester): http://www.uni-graz.at/treffpunktsprachen/ 3 weeks in Sept (winter term) Participation highly recommended
	during the study periods	Yes, various language courses on different levels http://www.uni-graz.at/treffpunktsprachen/
International Office / Student Service Center / Visitor Service		
- Mailing address	Karl-Franzens Universität Graz Büro für Internationale Beziehungen Universitätsplatz 3 8010 Graz, Austria	
- Contact persons	for incoming students (Bachelor, Master, PhD)	Mag. Monika Ostir-Schein erasmus.mundus@uni-graz.at
	for outgoing students	Mag. Petra Rabitsch petra.rabitsch@uni-graz.at
	for incoming staff & PostDoc	Mag. Kanita Kovacevic erasmus.mundus@uni-graz.at
	for outgoing staff & PostDoc	Mag. Kanita Kovacevic erasmus.mundus@uni-graz.at

Documents to be uploaded (Bachelor, Master, PhD)

The following documents must be uploaded to the EMERGE online application system by the EMERGE application deadline.

EXCHANGE mobility:

- Proof of enrolment in an equivalent/similar program and at the same level the EMERGE application is for at the home university signed and stamped by the admissions office / registrar of the home university (Bachelor, Master, PhD only)
- Diplomas of ALL previously completed university degrees, i.e. for master application – undergraduate/bachelor diploma, for PhD/doctorate application – undergraduate/bachelor and master diplomas, for post-doc – doctoral diploma..
- Transcripts of records of ALL previously completed degrees, (Bachelor, Master, PhD only), i.e. for master application – undergraduate/bachelor transcript, for PhD/doctorate application – undergraduate/bachelor and master transcript.
- Learning Agreement containing the intended courses (course nr, course title, ECTS) at the University of Graz (undergraduate/bachelor and master ONLY)
- Research Plan (PhD/doctorate, post-doc and staff ONLY)
- Titles of bachelor and master thesis (Natural Science PhDs ONLY)

- Language certificate is not mandatory, however preference will be given to students providing one. Students planning to take only courses taught in English must make sure they can find enough courses taught in English (see offer at <http://international.uni-graz.at/en/stud/incoming/s-in-winfo/courses-taught-english/>)
- Passport copy
- Curriculum Vitae
- Letter of Invitation (PhD/doctorate, post-doc and staff only) demonstrating the host university's interest in hosting the scholar – please contact the relevant department/unit to find out if it can host you on the basis of your research/work plan.

Translations of documents

If original documents (certificates, transcripts, etc) are not in English or German, they must be accompanied by a translation into either English or German. Selected degree students will have to provide certified translations into German during the application process at the University of Graz.

Next steps after selection via the EMERGE consortium

The University of Graz requires selected students to complete the University of Graz application procedure, before visa and acceptance letters can be sent!

- Exchange students must complete the online application via the University of Graz online tool. A print-off of the “Application Form” signed by the student and the “Study Confirmation” signed by the advisor at the home university along with all relevant academic documentation must then be sent via surface mail to the contact person in Graz.

All students selected for University of Graz will be contacted by the Graz contact person upon the official confirmation of their selection by the coordinating university and advised in detail.

Other Useful Information

- Online course guide: <https://online.uni-graz.at>
- English-taught courses: <http://international.uni-graz.at/en/stud/incoming/s-in-winfo/courses-taught-english/>
- Guidelines for course system: http://static.uni-graz.at/fileadmin/bib/downloads/studierende/incoming/ugo/bibwww_s_ugo_guidelines.pdf
- Further information for exchange students: <http://international.uni-graz.at/en/stud/incoming/nominiert/>
- Welcome Guide for students: <http://international.uni-graz.at/en/stud/incoming/welcome-guide-stud/>
- Information on the student facilities at the university: see welcome guide
- Information about the city: <http://www.graztourismus.at/cms/ziel/2865539/DE/>

Last updated on 14/11/2013