

**ANNEX to ERASMUS+ agreements. This Annex becomes part of our ERASMUS+ agreements and replaces the information of the University of Würzburg in the sections C- F!**

**We strongly recommend to always refer to the current information given at our webpage as information of parts C- F are subject to change in the years 2017 to 2021:**

**<https://go.uniwue.de/i6q20>**

**Date of updating: 20.08.2018**

<b>Name of the institution (and department, where relevant)</b>	<b>Erasmus code and PIC</b>	<b>Contact details (email, phone)</b>	<b>Website (eg. of the course catalogue)</b>
University of Würzburg	D WURZBUR01  PIC 999853206	<b>Departmental coordinator:</b> <b>See agreement!</b>  <b>Institutional Coordinator:</b> Ms Katharina KURZ International Students Office, Sanderring 2, 97070 Würzburg, Germany; Tel. +49 931 318 4855 Fax +49 931 318 2603 E-mail: <a href="mailto:katharina.kurz1@uni-wuerzburg.de">katharina.kurz1@uni-wuerzburg.de</a>	General University Page: <a href="https://www.uni-wuerzburg.de/">https://www.uni-wuerzburg.de/</a>  For exchange Students: <a href="https://go.uniwue.de/s3rd7">https://go.uniwue.de/s3rd7</a>  Course Catalogue: <a href="https://go.uniwue.de/6p8ws">https://go.uniwue.de/6p8ws</a>

## C. Recommended language skills University of Würzburg

Receiving institution	Subject area	Language of instruction 1	Language of instruction 2	Obligatory minimum language competence
				Student Mobility for Studies
D WURZBUR01	Most subjects are summarised as "all other subjects". No certificates required for admission.			
	Ancient Languages and Cultures	German	English	A2 German or B1 English (in accordance with language of instruction of the chosen course)
	Archaeology	German		A2 German
	Bio Sciences	German	English	B1 (in accordance with language of instruction of the chosen course)
	Chemistry Bachelor	German		B1 German
	Chemistry Master	German	English	B2 (in accordance with language of instruction of the chosen course)
	Chinese Studies	German	English/ Chinese	B1 (in accordance with language of instruction of the chosen course)
	Digital Humanities	German		B2 German
	English Language and Literature	German	English	B1 English
	Ethnology	German		B1 German
	Food Chemistry	German	English	B1 (in accordance with language of instruction of the chosen course)
	Germanistik/ German Studis, Language and Literature	German		B2 German
	Geography	German	English	B1 (in accordance with language of instruction of the chosen course)
	History	German	English	A2 (in accordance with language of instruction of the chosen course)
	History of Art	German		German A2 and English B1 (or alternatively at least B1 German)
	Informatics/ICT	German	English	A2 in English or German
	Media Communication	German		B1 German
	Medicine	German		B2 German
	Museum Studis	German		B1 German
	Pharmacy	German	English	A2 German and B1 English (or alternatively at least B1 German)
	Philosophy	German		A2 German
	Romance Languages and Literature	Italian, Spanish or French		A2 (in accordance with language of instruction of the chosen course)
	Russian Language and Culture	German	Russian	B1 German
	All other subjects	German	English	If ECTS-Points are needed a minimum of B1 is recommended. No certificate required for admission

## D. Additional requirements

**Preparatory classes** are offered in many fields of study before the terms starts. Exchange students are welcome and participation is recommended especially for students in the first two years of their Bachelor studies.

**A tutor program** is offered for all international students for having a better start with all practical issues like opening a bank account, registrations procedures etc. ;

<https://go.uni-wue.de/3ejhd>

Tutors could also be contacted in order to get keys for booked rooms on week-ends when Studentenwerk Housing may be closed.

**German Language courses:** International students are asked to participate in the intensive courses before their studies in Würzburg start. The courses are free of charge and are offered four weeks in September and in March before the semester starts. All exchange students are welcome to participate but is not mandatory.

The University of Würzburg welcomes students and staff with disabilities and provides an information and assistance center. Learn more at <https://go.uni-wue.de/baifu>

Contact person: Mrs Sandra Mölter, Universität Würzburg, KIS, Am Hubland, 97070 Würzburg. Tel.: 0931/31-84052, Email: [kis@uni-wuerzburg.de](mailto:kis@uni-wuerzburg.de)

## E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
D WURZBUR01	Nomination: 30 <sup>th</sup> April Application: 15 <sup>th</sup> June  Later nominations and applications can be accepted. In case of late applications housing can not be guaranteed. <b>Third-country nationals (Non-EU-Citizens, Non-EFTA-Citizens) must always apply within the deadlines due to immigration regulations.</b>	Nomination: 30 <sup>th</sup> November Application: 15 <sup>th</sup> January  Later nominations and applications can be accepted. In case of late applications housing can not be guaranteed. <b>Third-country nationals (Non-EU-Citizens, Non-EFTA-Citizens) must always apply within the deadlines due to immigration regulations.</b>

2. The receiving institution will send its decision within 6 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

4. Termination of the agreement

*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. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.*

## F. Information

### 1. Grading systems of the institutions

Student performances are graded individually and not on a statistical basis neither is a publication of student grades distribution in place.

In general, the University of Würzburg uses the grading system charted below.

Alternatively, departments may evaluate student performance by using the "pass" / "fail" distinction. For details please visit our webpage

<https://go.uni.wue.de/mk69t>

<b>Würzburg Grade</b>	<b>Meaning</b>
<b>1,0-1,3</b>	"excellent"
<b>1,7-2,3</b>	"good"
<b>2,7-3,3</b>	"satisfactory"
<b>3,7-4,0</b>	"sufficient"
<b>From 4,1</b>	"failed"

Please note that the faculty of law uses a 1-18 grade system in case students want to take courses at that faculty:

Grades at faculty of law:	
excellent - outstanding performance with only minor errors	12 - 18 Punkte
very good - above the average standard but with some errors	9 - 11 Punkte
good - generally sound work with a number of notable errors	7 und 8 Punkte
satisfactory - fair but with significant shortcomings	5 und 6 Punkte
sufficient - performance meets the minimum criteria	4 Punkte
fail - some more work required before the credit can be awarded	1 - 3 Punkte
fail: considerable further work is required	0 Punkte

### 2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, 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>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
D WURZBUR01	Incoming students family names A-L: Ms. Nicole SCHMITT Email: <a href="mailto:nicole.schmitt@uni-wuerzburg.de">nicole.schmitt@uni-wuerzburg.de</a> Tel.: +49 931 318 2804  Incoming students family names M-Z: Ms. Angela FENSKE Email: <a href="mailto:angela.fenske@uni-wuerzburg.de">angela.fenske@uni-wuerzburg.de</a> Tel.: +49 931 318 8604	Only necessary for Non-EU-citizens and Non-EFTA-students! <a href="https://go.uni.wue.de/qead2">https://go.uni.wue.de/qead2</a>  Please note: Schengen-VISA are not sufficient for studying in Germany! Do never come with a tourist VISA – students entering Germany with a tourist VISA will have to leave the country!

### **3. Insurance**

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The receiving institution will inform mobile participants 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>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
D WURZBUR01	Incoming students family names A-L: Ms. Nicole SCHMITT Email: <a href="mailto:nicole.schmitt@uni-wuerzburg.de">nicole.schmitt@uni-wuerzburg.de</a> Tel.: +49 931 318 2804  Incoming students family names M-Z: Ms. Angela FENSKE Email: <a href="mailto:angela.fenske@uni-wuerzburg.de">angela.fenske@uni-wuerzburg.de</a> Tel.: +49 931 318 8604	<a href="https://go.uniwue.de/6oja">https://go.uniwue.de/6oja</a>

### **4. Housing**

The receiving institution will guide incoming mobile participants 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>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
D WURZBUR01	Incoming students family names A-L: Ms. Nicole SCHMITT – Email: <a href="mailto:nicole.schmitt@uni-wuerzburg.de">nicole.schmitt@uni-wuerzburg.de</a> – Tel.: +49 931 318 2804  Incoming students family names M-Z: Ms. Angela FENSKE – Email: <a href="mailto:angela.fenske@uni-wuerzburg.de">angela.fenske@uni-wuerzburg.de</a> – Tel.: +49 931 318 8604	<a href="https://go.uniwue.de/t1s8h">https://go.uniwue.de/t1s8h</a>  Please apply for housing as soon as possible. Housing in a student residence is guaranteed until 15 <sup>th</sup> June for winter term and 15 <sup>th</sup> January for summer term. Students must also pay the deposit by the deadline in order to guarantee the room. Students should apply without waiting for the acceptance letter of the University