



Information for ERASMUS students Guide

www.uni-augsburg.de/erasmus/internationale



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Welcome to the University of Augsburg!

Dear ERASMUS students!

Congratulations on your nomination as an ERASMUS exchange student. We are looking forward to welcoming you here in Augsburg.

In the past, every year approximately 100 students have been able to study one or two semesters at the University of Augsburg. We are proud to say that in 2008 this number has increased to nearly 130 students!

This guide will provide you with all important information you may need to plan your stay and your study. Should you have any further questions please don't hesitate to contact us.

Your ERASMUS-Team

ERASMUS Office - Contact details

Silvia Reißner-Jenne

Institutional Coordinator
Building A, Room 3065

Tel.: +49 821 598 5870

Fax: +49 821 598 5875

Email: silvia.reissner-jenne@aaa.uni-augsburg.de

Nicole Hommen

Administrative Assistant / Housing
Building A, Room 3064

Tel.: +49 821 598 5647

Fax: +49 821 598 5875

Email: nicole.hommen@aaa.uni-augsburg.de



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1. About the city of Augsburg

Augsburg is located in the south of Germany, in the state of Bavaria. After München and Nürnberg, Augsburg is the third largest city in Bavaria.

Augsburg's history goes back more than 2000 years which means it counts among the three oldest cities in Germany.

The business magnate Jakob Fugger, the engineer Rudolf Diesel, the writer Bert Brecht and the composer Leopold Mozart are famous sons of our ancient city.

Augsburg has a population of about 268.000 (16,3% immigrants) and is a popular destination for hundreds of thousands of tourists from all over the world every year.

The total area of Augsburg counts about 147 square kilometres whereof only 36% are living space and sales area, but about 24% are forest - right in the city! About one third is agricultural area.

Augsburg is perfectly situated to visit more of Germany, Austria and Switzerland. Its proximity to the Alps makes it easy to undertake a weekend trip for skiing or snowboarding, biking, trekking and many other leisure activities.

Travelling around Bavaria is cheap, especially if you are travelling as a group by train. The closest airports are in München, Stuttgart and Memmingen.

Yearly highlights are the Christmas markets, the 'Max' street festival and many other (open air) events. Augsburg's nightlife is vibrant - not only on weekends. Cinemas, the Augsburg Theatre and the "Augsburger Puppenkiste" invite you at discounted student prices.

Getting around in Augsburg is easy as students are provided with a "Semesterticket" which enables them to unlimited transportation on public busses and trains within Augsburg (city zone). Using a bike is also appropriate as everything is close-by.

The annual average temperature is only 8,4°C, although it can get really hot during the summer months.

Augsburg has more public holidays than any other city in Germany. A special holiday is August 8th where Augsburg celebrates the peace of the Catholic and the Protestant Church ("Friedensfest").



www.augsburg.de
www.hhog.de

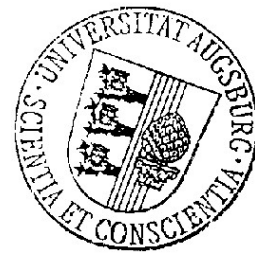


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2. The University of Augsburg

The University of Augsburg was founded in 1970 and is one of the young and modern universities in Bavaria.

About 14.500 students are currently enrolled at the University of Augsburg, among them 12% are international students from all over the world.



www.uni-augsburg.de

Faculties of The University of Augsburg:

- Faculty of Applied Computer Science
- Faculty of Business Studies
- Faculty of Law
- Faculty of Mathematics and Natural Sciences
- Faculty of Philology and History
- Faculty of Philosophy and Social Sciences
- Faculty of Theology

The University of Augsburg is a so called 'Campus University', meaning that all faculties and all institutions are gathered in one place. The campus is near the city centre and easy to reach by public transportation in only 12 minutes. Travelling time from the main train station is only 14 minutes.

All our student halls of residence are right on campus or just near by (10 - 20 minutes). You will learn more about housing possibilities in Augsburg on the following pages. (www.studentenwerk-augsburg.de)



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3. Preparing for your stay

3.1 Nomination – Pre-Registration

Selected ERASMUS students need to get nominated to the University of Augsburg by their home university first.

After that, nominated students will receive a 'Pre-Registration Form' by Email. After returning the completed and signed form to the University of Augsburg, students will be provided with more important information on how to apply for housing, how to enrol, what to bring to Augsburg, etc.

3.2 Application for Admission – 'Letter of Admission'

ALL students have to submit an **online application form** in order to receive an official 'Letter of Admission' (important e.g. if you need to apply for a visa!).

This online application form will be available in May/June for applications for the winter semester and in November/December for applications for the summer semester.

The link to the application form can be found on

www.uni-augsburg.de/erasmus/internationale/

('ERASMUS Guide') or will be sent to students by Email. On the above mentioned webpage students can also find a guide on how to fill in this form. Most of the data asked for is only for statistical reasons. So, students should not worry too much. But, **make sure your permanent address is correct and complete. This is where your official 'Letter of Admission' will be sent to!!!**

- ☛ Use German letters only and write your address the way your postman can read it! Students from Turkey need this Letter of Admission to apply for visa.

The 'Letter of Admission' is necessary to enrol at the University of Augsburg!

Important:

After submitting the application form online, the programme will generate a pdf.document ('Antrag auf Zulassung'). PRINT this document (4 pages) twice! Send one signed copy to the University of Augsburg, keep one copy for your records.

**Students who don't send this printed form, won't receive a 'Letter of Admission'!!!
Always keep your 'Bewerbernummer'!!!**

- ☛ Students from Turkey need the Letter of Admission to apply for a visa. So if you don't send the 'Antrag auf Zulassung' (print-out), you won't receive any admission.

Please note: Students don't have to send any other documents like certificates, language tests or CV's!!!



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3.3 Housing / Accommodation

Apartments in our student halls of residence are very popular and therefore always limited.

Nevertheless, we are able to offer you different student halls to choose from.

Student halls are run by the Studentenwerk, BLLV or Kolping. To find out about locations, prices and contact details please go to

www.uni-augsburg.de/erasmus/internationale/

(‘Wohnen in Augsburg’). Prices range from EUR 140,- to EUR 330,-, depending on the size of the apartment, location and interior.

Most apartments are single apartments!

Apartments of the Studentenwerk will be assigned by the ERASMUS office, apartments of BLLV and Kolping will be assigned by their offices directly!

For all questions concerning the facilities of the student halls (e.g. Internet, TV etc.), students should contact their offices directly!

Student halls usually don't provide students with bedding and cutlery, however, students might be able to hire those items or get them cheap from previous tenants. Many discount shops (e.g. 1- €-Shop, Tedi) provide everything students need for their household at reasonable prices.

After choosing a student hall of residence, students should send the application form to the appropriate office **as soon as possible** (see webpage above). There is a “first come - first served principle!”

Allocation in a student hall cannot be guaranteed!!!

If the selected student hall is overbooked, students might be allocated in another student hall.

Allocated students receive **two** copies of the leasing contract together with a bill for the first leasing rate and a bond to their permanent address via ordinary mail.

- BOTH copies* need to be signed and returned by the deadline stated on the contract (by ordinary mail, NOT by fax or Email)!
- BOTH, the first leasing rate and the bond, need to be paid by the deadline stated on the contract!

Important: Delayed payment or missing return of the contracts results in termination of the contract!

Most student halls have fixed leasing periods (e.g. six months). An earlier termination of the contract is not possible!

*One copy will be returned to you after the Studentenwerk has signed the contracts.



We recommend students to stay in private apartments together with other (German) students.

Germany's most popular internet pages to find shared accommodation are:

- www.easy-wg.de
- www.wg-gesucht.de
- www.studenten-wg.de

Some of our outgoing ERASMUS students offer their own room or apartment for rent while spending their ERASMUS stay abroad.

These offers can be found on www.uni-augsburg.de/erasmus/internationale/ ('Wohnen in Augsburg' → 'ERASMUS 4 ERASMUS').

3.4 Language courses

Most classes at the University of Augsburg are held in German. Basic knowledge of German is therefore essential!



There are ERASMUS language courses (level A2 – C1) two weeks before the beginning of lectures. These courses are free of charge and recommended to all ERASMUS students. (Courses might be not available at the beginning of the summer semester.)

The ERASMUS office will inform students by Email how to register for these courses.

After this course, students may attend a weekly course (DaF) during the semester. The DaF course is free of charge and will be rewarded with ECTS points. To find out about student's level of knowledge, they have to participate in a placement test at the beginning of the semester. **DaF courses are available in winter and in summer!**

The language centre of the University of Augsburg offers courses in German, English, Spain, Portuguese, French, Italian, Russian, Turkish, Japanese and Chinese.

3.5 Visa



Usually European students don't have to obtain a visa for Germany. However, we recommend every student to find out about the current regulations in time. Students should not enter Germany with a Tourist Visa as this cannot be converted into a Student Visa later.



3.6 Insurance

Students cannot enrol at the University of Augsburg without proof of valid Health Insurance!

Holder of a European Health Insurance Card (EHIC) bring this card to Germany. In case of illness, students just need to present this card to the doctor or hospital.



Please note: A 10,- EUR fee is to be paid for demands of medical assistance. The fee has to be paid directly to the doctor's practice in cash and applies to German patients as well as to foreign patients.

Students who cannot obtain an EHIC in their home country can get a German Student Health Insurance which costs about EUR 60,- per month. The ERASMUS office can provide you with more information after your arrival.

Students who are covered by a private insurance in their home country should ensure that their coverage is sufficient in Germany. A written proof of coverage is necessary for enrolment at the University of Augsburg.

We recommend to obtain a supplementary insurance which covers return transportation to your home country in case of severe illness.

Students should ensure that their Liability Insurance and their Accident Insurance is valid for the entire period of stay.

4. Checklist: What to send

What	When	Whereto	✓
Pre-Registration Form	a.s.a.p.	nicole.hommen@aaa.uni-augsburg.de Fax: 0049 821 598 5875	
Application for housing	a.s.a.p.	depending on the chosen student hall	
Online application 'Antrag auf Zulassung'	May/ November	Fax: 0049 821 598 5875 or address on page 15	
2 Leasing contracts* (if staying at a student hall of the Studentenwerk)	after signing	see address on contract	
Registration for language courses	as instructed by Email		
Registration form for the Orientation Day	as instructed	Online-form	

* One copy will be returned to you after the Studentenwerk has signed the contracts.



5. Getting to Augsburg

Augsburg is located between München and Stuttgart. By day, trains go from München and Stuttgart to Augsburg almost every hour.

Train tickets (approx. EUR 17,- from München to Augsburg) can be obtained at the DB (Deutsche Bahn) counter or from ticket machines. Getting them from the machines might be a bit cheaper.



Tip: Two and up to five students travelling together can obtain a “Bayern-Ticket” which enables them to unlimited transportation through whole Bavaria at very low costs (EUR 29,- for 5 people!!! Some trains may be excepted; e.g. ICE, IC). Using trams and busses within München and Augsburg is included as well.

Students can use this kind of ticket also for sightseeing or travelling through Bavaria during their stay in Augsburg.

From Augsburg’s main train station it is easy to get around by public transportation.

6. Checklist: What to bring

		✓
Copy of the leasing contract		
‘Letter of Admission’ (Zulassungsbescheid)		
Proof of Health Insurance	European Health Insurance Card or equal document	
EUR 86,80*	“Social Fee” + “Semesterticket” (tram, bus)	
Passport (Visa) or Identity Card	Needs to be valid for the whole period of stay	
1 passport size photo	biometric!!!	

*** EUR 42,- Social Fee, EUR 44,80 Semesterticket. Prices are subject to change.**

Students should inform the facility manager of their student hall at least three days prior to their arrival in order to organise the hand-over of keys!!! Move-in is only possible during the day at weekdays.

(Contact details via www.uni-augsburg.de/erasmus/internationale/, ‘Wohnen in Augsburg’, ‘Wohnheime’)



7. On arrival in Augsburg

Move-in into the student halls of residence is only possible during the day at weekdays. In order to organise the hand-over of keys, students should inform the facility manager of their student hall at least three days prior to their arrival. Students may get refused if they cannot present their leasing contract or if they haven't paid their rent and/or bond.

Students are asked to **visit the ERASMUS office first** to receive their information package and further important information:

- How to enrol
- Where to find the health insurance office
- Where to pay the 'Social Fee' and the 'Semesterticket'
- Registration with the city of Augsburg
- MensaCard
- Library card
- Sports Centre
- How to open a bank account
- How to get around
- Post office, supermarket, pharmacy
- Internet
- Telephone/mobile phone
- ...



Students registered for one of the language courses are required to attend classes from the first day on. A placement test will decide about the level of the course.

On the Thursday before the beginning of lectures (not the language courses) there will be an Orientation Day for all international students. We strongly recommend to join this Orientation Day as students will get introduced to their tutors and to many other institutions. Many of these institutions are especially designed for international students and offer language tandems as well as leisure activities.

During the first two weeks before the beginning of lectures, there will be several orientation days from each faculty. Students should use these orientation days to get to know their faculty and their teachers.

Students are expected to introduce themselves to their teachers and their departmental coordinator (list of coordinators see below) and to draw a Learning Agreement. The signed Learning Agreement needs to be presented to the ERASMUS office.

For all questions concerning courses, Learning Agreement and ECTS points, students have to contact their departmental coordinator directly! The ERASMUS office cannot provide this information!!!



8. List of Departmental Coordinators (for ECTS, Learning Agreement and courses)

Faculty / Subject	Coordinator	Email
American studies	Christina Caupert M.A.	christina.caupert@phil.uni-augsburg.de
Applied informatics/ Computer sciences	Prof. Dr. Elisabeth Andre	andre@informatik.uni-augsburg.de
English	Dr. phil. Christoph Henke Christian Hoffmann E.-M. Wunder	christoph.henke@phil.uni-augsburg.de christian.hoffmann@phil.uni-augsburg.de eva-maria.wunder@phil.uni-augsburg.de
Archeology	Prof. Dr. Valentin Kockel	valentin.kockel@phil.uni-augsburg.de
Economics	Dr. Leonhard Grünwald	leonhard.gruenwald@wiwi.uni-augsburg.de
Didactics	Prof. Dr. Reinhold Werner	reinhold.werner@phil.uni-augsburg.de
European ethnology	Prof. Dr. Sabine Doering- Manteuffel	sabine.doering-manteuffel@phil.uni-augsburg.de
European cultural history	Dr. Saskia Wiedner	saskia.wiedner@phil.uni-augsburg.de
Geography	Prof. Dr. Sabine Timpf	sabine.timpf@geo.uni-augsburg.de
German language/Linguistics	Dr. Oliver Ernst	oliver.ernst@phil.uni-augsburg.de
German language and literature studies	Dr. phil. Friedmann Harzer	friedmann.harzer@phil.uni-augsburg.de
German language/Philology	Dr. Gunther Dietz	dietz@phi.uni-augsburg.de
History	Dr. Steffen Diefenbach Dr. Stefan Grüner	steffen.diefenbach@phil.uni-augsburg.de stefan.gruener@phil.uni-augsburg.de
Pedagogics of primary education	Dr. Cornelia Rehle	cornelia.rehle@phil.uni-augsburg.de
Media communication Media pedagogy	Prof. Dr. Christiane Eilders	christiane.eilders@phil.uni-augsburg.de
Art history	Prof. Dr. Christian Drude	christian.drude@phil.uni-augsburg.de



Art pedagogy	Petia Knebel	petia.knebel@phil.uni-augsburg.de
Mathematics / Statistics	Prof. Dr. Jost-Hinrich Eschenburg	jost-hinrich.eschenburg@math.uni-augsburg.de
Modern history	Dr. Stefan Grüner	stefan.gruener@phil.uni-augsburg.de
Pedagogy	Dipl.-Päd. Michaela Schmid	michaela.schmid@phil.uni-augsburg.de
Philosophy	Dr. Gerhard Hofweber	gerhard.hofwerber@phil.uni-augsburg.de
Physics	Prof. Dr. Klaus Ziegler	klaus.ziegler@physik.uni-augsburg.de
Political science	N.N.	silvia.reissner-jenne@aaa.uni-augsburg.de
Law	Norbert Renftle	erasmus@jura.uni-augsburg.de
Romance linguistics (Portugal)	Gilda Cardoso	gilda.cardoso@phil.uni-augsburg.de
Romance linguistics (Spain)	Lina Schaipp	lina.schaipp@phil.uni-augsburg.de
Romance literature (France)	Dr. Henning Teschke	henning.teschke@phil.uni-augsburg.de
Romance literature (Spain)	Sandro Engelmann	sandro.engelmann@phil.uni-augsburg.de
Romance linguistics	Dr. Lucia Bolzoni	lucia.bolzoni@phil.uni-augsburg.de
Pedagogy (Teacher training)	Prof. Dr. Dr. Werner Wiater	werner.wiater@phil.uni-augsburg.de
Sociology	Dr. Carola Schmid	carola.schmid@phil.uni-augsburg.de
Sports science	Jürgen Hofmann	juergen.hofmann@sport.uni-augsburg.de
Theology	Dr. theol. Johannes Frühbauer	johannes.fruehbauer@kthf.uni-augsburg.de

Subject to change. Latest list to be found on www.uni-augsburg.de/erasmus



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9. Academic Calendar and Deadlines

- Winter semester (WS) 01.10. - 31.03.
- Summer semester (SS) 01.04. - 30.09.

Start and end of lectures:

2010/11	WS	18.10.10 - 12.02.11
	SS	02.05.11 - 31.07.11

Deadline for nominations:

None. (The earlier the better!)

Deadline for applications for housing:

None. Allocation in a student hall of residence cannot be guaranteed!
Applications to be submitted as early as possible!

Deadline for registration for language courses:

As instructed by Email.



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10. Services, activities and events for ERASMUS students

- Language courses (level A2 - C1, A1 if necessary)
- Intercultural seminars
- 'Orientation Day'
- Tutor and tandem programmes (e.g. language tandem)
- Intercultural evenings (presentation of different countries by international students)
- Sports Centre
- Library
- Internet access
- City tour on historical tram
- Sightseeing trips to different German cities
- Weekly meetings (AEGEE)
- International cinema
- Weekend trips (e.g. to Prague or into the alps)
- Christmas party in winter, BBQ in summer
- 'Dinner Rally'
- 'Language Speed Dating'
- Biergarten tour

... and many more ...

Students will receive more information (e.g. about post, mobile phone, bank account etc.) about six weeks prior to their arrival and after showing up at the ERASMUS office!!!



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11. Things to remember

		✓
➤ Pre-Registration form		
➤ Application for accommodation. Student apartments are limited! Fixed leasing periods may apply.		
➤ ONLINE application form. Printout to be sent by fax OR ordinary mail!		
➤ Registration for language courses. Most classes are held in German language!		
➤ Visa necessary?		
➤ Health Insurance and supplementary insurances. NO enrolment without proof of health coverage!		
➤ Facility manager informed about date of move-in into the student hall?		

- **ERASMUS Office – “Akademisches Auslandsamt”**
Building A

Silvia Reißner-Jenne, Room 3065,
silvia.reissner-jenne@aaa.uni-augsburg.de

Nicole Hommen, Room 3064,
nicole.hommen@aaa.uni-augsburg.de

**University of Augsburg
International Office
ERASMUS
Universitätsstr. 2
86159 Augsburg
Germany**



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