

**Universität für Musik und darstellende Kunst Graz**  
**University of Music and Performing Arts Graz**  
 Campus Graz, Campus Oberschützen

## A. Institutional Information

### A.1. Institutional details

Name of the institution	Universität für Musik und darstellende Kunst Graz / Kunstuniversität Graz (KUG) University of Music and Performing Arts Graz
Rector of the University	Ao.Univ.Prof. MMag. Dr. Georg Schulz, MSc
Erasmus Code	A GRAZ03
PIC Organisation ID	957574301 E10150994
Institution website	<a href="https://www.kug.ac.at/en/">https://www.kug.ac.at/en/</a> <a href="https://international.kug.ac.at/en/student-mobility/incoming-students/application-process">https://international.kug.ac.at/en/student-mobility/incoming-students/application-process</a>
Online course catalogue	<a href="https://online.kug.ac.at/KUGonline/studienplaene.studienrichtungen?corg_nr=1&amp;csprache_nr=2&amp;csj_nr=&amp;cmode=&amp;pStatusTyp=N&amp;pGrouping=A">https://online.kug.ac.at/KUGonline/studienplaene.studienrichtungen?corg_nr=1&amp;csprache_nr=2&amp;csj_nr=&amp;cmode=&amp;pStatusTyp=N&amp;pGrouping=A</a>

### A.2. Main contacts

Contact person	Denise Schubert, B.A. M.Ed. PhD
Responsibility	Head of International Office, <b>Contracts, Incoming</b> Staff
Contact details	<a href="mailto:international_office@kug.ac.at">international_office@kug.ac.at</a> Tel +43 316 389 - 1162

Contact person	Anika Stiawa, MA
Responsibility	<b>Deputy</b> Head of International Office, <b>Outgoing</b> (Exchange-) Students, Blended Intensive Programme
Contact details	<a href="mailto:international_office@kug.ac.at">international_office@kug.ac.at</a> Tel +43 316 389 - 1165

Contact person	Elisabeth Aman, BA MA
Responsibility	<b>Incoming</b> (Exchange-) Students
Contact details	<a href="mailto:international_office@kug.ac.at">international_office@kug.ac.at</a> Tel +43 316 389 - 1163

<b>Contact person</b>	<b>Victoria Petar-Lampl, BA</b>
<b>Responsibility</b>	<b>Outgoing (Exchange-) Staff</b>
<b>Contact details</b>	<a href="mailto:international_office@kug.ac.at">international_office@kug.ac.at</a> Tel +43 316 389 - 1164

## B. 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:

Receiving Institution	Subject area	Language(s) of instruction	Recommended language of instruction level *
Erasmus Code: A GRAZ03  OID: E10150994	<b>0114</b> - <b>Music Education- Voice and Instruments (IGP)</b> - <b>Music Education - Instruments; Art Education; Technical and Textile Design (Lehramt)</b>	German / English	The language of instruction in group courses is German - at least Level B1 is expected, but it is possible to receive advice and guidance in English.
	<b>0212</b> - <b>Stage Design (Bühnengestaltung)</b>		For attending courses in music theory, music history, music education or other courses where oral explanations are essential, good German knowledge is required (level B2).
	<b>0215</b> - <b>Music and Performing Arts (Musik und Darstellende Kunst)</b>		In research projects and in One-to-One-lessons the language will be agreed upon by both parties.
	<b>0714</b> - <b>Electrical Engineering and Audio Engineering (Elektrotechnik-Toningenieur)</b>		For Musicology good German or English knowledge (level B2 in each case) is necessary.
	<b>0917</b> - <b>Traditional and Contemporary Medicine and Therapy (Musiktherapie)</b>		

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

<http://euopass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

## C. Additional Requirements

A list of the required documents can be found on our website:

<https://international.kug.ac.at/en/student-mobility/incoming-students/application-process/>

*The required documents will need to be provided by the applicant through our online platform Mobility-Online.*

Once the student has been nominated by the home university, he or she will receive a link to the application platform via e-mail.

## D. Calendar 2024/25 (expected)\*

<b>Winter semester (Fall semester) – teaching period:</b>	1 October, 2024–1 February, 2025 ( <i>examination period: 3–7 February, 2025</i> )
<b>Summer semester (Spring semester) – teaching period:</b>	3 March, 2025–28 June, 2025 ( <i>examination period: 30 June–3 July, 2025</i> )

<b>Holidays during the semester:</b>	23 December, 2024–6 January, 2025 ( <i>Christmas break</i> ) 14 March–27 April, 2025 ( <i>Easter break</i> )
<b>Registration period:</b>	28 August–26 September, 2024 5–27 February, 2025

\* The final schedule of the academic year 2024/25 will be published [here](#).

### D.1. Application period

Nomination deadlines:

<b>For mobilities in winter semester or for the entire academic year (starting September/October)</b>	23 February, 2024
<b>For mobilities in summer semester (starting February/March)</b>	19 September, 2024

The completion of the online application by the student needs to be done within the following periods:

<b>For mobilities in winter semester or for the entire academic year (starting September/October)</b>	01 March–15 March, 2024
<b>For mobilities in summer semester (starting February/March)</b>	26 September–10 October, 2024

### D.2. Decision Response

KUG will send its decision within 10-12 weeks.

### D.3. Transcript of Records

A Transcript of Records will be issued by KUG no later than 5 weeks after the assessment period has finished at KUG.

### D.4. Termination of Agreement (Erasmus+)

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 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

## E. Information

### E.1. Grading system

#### Austrian Grading Scale – Definition

- 1 - EXCELLENT: outstanding performance
- 2 - GOOD: above the average standard but with some errors
- 3 - SATISFACTORY: generally sound work with a number of notable errors
- 4 - SUFFICIENT: performance meets the minimum criteria
- 5 - UNSATISFACTORY: Substantial improvement necessary; requirement of further work

Successfully completed: positive performance, where a strict differentiation is not adequate

Not completed: negative performance, where a strict differentiation is not adequate

For more details: <https://www.kug.ac.at/en/studying/during-your-studies/study-at-kug/important-terms/>

### E.2. Visa

KUG 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 Institution</b>	International Office (University of Music and Performing Arts Graz)
<b>Website</b>	<a href="https://international.kug.ac.at/en/student-mobility/incoming-students/visa-information-insurance/">https://international.kug.ac.at/en/student-mobility/incoming-students/visa-information-insurance/</a>

### E.3. Insurance

KUG will provide assistance in obtaining insurance 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>Website</b>	<a href="https://oead.at/en/to-austria/scholars/before-arrival/insurance/">https://oead.at/en/to-austria/scholars/before-arrival/insurance/</a> <a href="https://oead.at/fileadmin/Dokumente/oead.at/KIM/Nach_Oesterreich/Einreise_und_Aufenthalt/Datenbank_Einreise_Aufenthalt/Infoblaetter/Englisch/Allgemeine_Info_-_Krankenversicherung_1_en.pdf">https://oead.at/fileadmin/Dokumente/oead.at/KIM/Nach_Oesterreich/Einreise_und_Aufenthalt/Datenbank_Einreise_Aufenthalt/Infoblaetter/Englisch/Allgemeine_Info_-_Krankenversicherung_1_en.pdf</a> <a href="https://international.kug.ac.at/en/student-mobility/incoming-students/visa-information-insurance/">https://international.kug.ac.at/en/student-mobility/incoming-students/visa-information-insurance/</a>
----------------	---

### E.4. Housing

KUG 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 contact points and information sources:

<b>Contact institution</b>	International Office (University of Music and Performing Arts Graz)
<b>Website</b>	<a href="https://international.kug.ac.at/en/student-mobility/incoming-students/life-in-graz/">https://international.kug.ac.at/en/student-mobility/incoming-students/life-in-graz/</a>