

D TUBINGE01: University of Tuebingen

Annex to Erasmus+ Inter-Institutional Agreement

Institutional Factsheet

1. Institutional Information

1.1. Institutional details

Name of the institution	University of Tuebingen
Erasmus Code	D TUBINGE01
EUC	29861-LA-1-2014-1-DE-E4AKA1-ECHE
Institution website	http://www.uni-tuebingen.de/international/internationale-studierende-in-tuebingen.html
Online course catalogue	http://www.uni-tuebingen.de/international/internationale-studierende-in-tuebingen/studienangebot/studiengaenge.html

1.2. Main contacts

Contact person	Dr. Kordula Glander
Responsibility	Erasmus Institutional Coordinator
Contact details	k.glander@uni-tuebingen.de

Contact person	
Responsibility	Erasmus Departmental Coordinator
Contact details	

Contact person	Simone Hahne M.A.
Responsibility	Admissions of incoming students
Contact details	simone.hahne@verwaltung.uni-tuebingen.de

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		German	B1

Staff Mobility for Teaching		German	B2
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* 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

<http://www.uni-tuebingen.de/studium/beratung-und-information/studieren-mit-behinderung.html>

2.3. Calendar

2.3.1. Nomination Deadlines

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

https://www.service4mobility.com/europe/BewerbungServlet?identifier=TUEBINGE01&sprache=de&kz_bew_pes=S&kz_bew_art=IN

Autumn term	May 31st
Spring term	December 31st

2.3.2. Decision Response

We will send our decision within May 1st and June 15th (for the winter term) and between November 1st and January 15th (for the summer term).

2.3.3. Transcripts of Records

A Transcript of Records will be issued no later than 8 weeks after the assessment period has finished at our institution.

2.3.4. Termination of Agreement

The University of Tuebingen agrees on the procedure for modifying or terminating the inter-institutional agreement. However, 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. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

3. Additional information

3.1. Grading system

The University of Tuebingen provides the statistical distribution of grades according to the descriptions in the ECTS users' guide (page 39): http://ec.europa.eu/education/ects/users-guide/docs/ects-users-guide_en.pdf

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:

Contact person	Simone Hahne
Responsibility	Admissions
Contact details	simone.hahne@verwaltung.uni-tuebingen.de
Website	

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.

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:

Contact person	Simone Hahne
Responsibility	Admissions
Contact details	simone.hahne@verwaltung.uni-tuebingen.de
Website	

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:

Contact person	Isabell Fischer
Responsibility	
Contact details	Isabell.fischer@sw-tuebingen-hohenheim.de
Website	http://www.my-stuwe.de/cms/14/1/1/cat/WohnenundLeben.html