

University of Bonn Key Data 2017/2018

| Institutional Details | |
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| Name | Rheinische Friedrich-Wilhelms-Universität Bonn University of Bonn |
| Erasmus Code | D BONN01 |
| Head of the Institution | Professor Dr. Michael Hoch |
| Internet address | www.uni-bonn.de ; www.erasmus.uni-bonn.de |

| Erasmus Institutional Coordinator | |
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| Name | Ms Susanne Maraizu |
| Office | International Office, Unit 6.2 |
| Address | Poppelsdorfer Allee 53 D-53115 Bonn |
| Telephone Fax E-mail | +49 - 228 - 73 5949 +49 - 228 - 73 6793 maraizu@uni-bonn.de |
| Responsibilities | <ul style="list-style-type: none"> ➤ coordination and management of the Erasmus+ institutional contract ➤ linkage to faculties, professors within the university ➤ principle matters of inter-institutional agreements ➤ general information about the university and its study programmes <p>i Please note: The International Office is not in charge of the conclusion of Inter-Institutional Agreement, but the Erasmus departmental coordinators.</p> |

| Erasmus Student Advisor at the International Office | |
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| Name | Gudrun Hille |
| Address | International Office, Unit 6.2 Poppelsdorfer Allee 53 D-53115 Bonn |
| Telephone Fax E-mail | + 49 - 228 – 73 6191 + 49 - 228 – 73 6793 erasmus-assist@uni-bonn.de |
| Responsibilities | <ul style="list-style-type: none"> ➤ information about formalities, application, housing, language course etc. ➤ Erasmus Welcome Week |

Erasmus Staff Mobility Advisor at the International Office

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| Name | Bärbel Konermann-Krüger |
| Address | International Office, Dep. 6.2 Poppelsdorfer Allee 53 D-53115 Bonn |
| Telephone Fax E-mail | + 49 - 228 – 73 7438 + 49 - 228 – 73 6793 programme-assist@uni-bonn.de |
| Responsibilities | <ul style="list-style-type: none"> ➤ central administration of teaching and administrative staff mobility ➤ central administration/registration of inter-institutional agreements |

Erasmus Departmental Coordinators

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| Name | <p>Please find the list of our Erasmus departmental coordinators at: www.erasmus.uni-bonn.de → Beratung/Contacts</p> <p>or:</p> <p>http://www3.uni-bonn.de/studium/studium-und-praktikum-im-ausland/auslandsstudium/austauschprogramme-der-universitaet-bonn/erasmus-auslandsstudium/fachkoordinatoren-und-kooperationen</p> |
| Responsibilities | <ul style="list-style-type: none"> ➤ inter-Institutional Erasmus agreements ➤ receiving of the nominations of incoming students ➤ selection of outgoing and incoming students ➤ academic issues (Learning Agreements, Transcripts) |

Academic Calendar

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| 1. semester = Fall semester 2017/18 | <p>October 9, 2017 – February 2, 2018 (lecture period) Examinations may take place during the first weeks after the lecture period. For details please ask the Erasmus departmental coordinator.</p> <p><u>Orientation (Welcome Week): first week of October</u> (students are highly recommended to take part in the orientation).</p> |
| 2. Semester = Spring Semester 2018 | <p>April 9, 2018 – July 20, 2018 (lecture period) Examinations may take place during the first weeks after the lecture period. For details please ask the ERASMUS departmental coordinator</p> <p><u>Orientation (Welcome Week): first week of April</u></p> |

Nomination and Application Procedure

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| Deadlines | <p>15 May for 1st semester (winter semester) or the full academic year 1 November for 2nd semester (summer semester)</p> <p>i Please note: We cannot accept applications after the mentioned deadlines.</p> |
| Nomination (=application) forms | <p>i ONLINE! We only accept nominations through our online application tool.</p> <p>Online application form at: www.erasmus.uni-bonn.de → → <i>How to apply</i></p> |
| Nomination (=application) procedure | <p>1. The student needs to register and login at www.erasmus.uni-bonn.de → → How to apply and fill in the online form.</p> <p>2. The student prints the online form, signs it and gets it signed by his/her ERASMUS coordinator.</p> <p>i 3. The signed form needs to be sent (e.g. by scan/fax or all the applications of all your students by post) by the application deadline to the ERASMUS departmental coordinator of the subject area, NOT to the International Office.</p> <p>The receiving department will usually send its decision within four weeks after the above mentioned application deadline.</p> <p>Some departments have additional requirements, documents. They will inform their according cooperation partners about this.</p> <p>i Incomplete and late applications will not be processed!</p> |

Course Information

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| Courses | <p>Online course catalogue «basis » at: https://basis.uni-bonn.de</p> <p>Please note: Students cannot register for courses through « basis » but will usually be registered by their Erasmus departmental coordinators.</p> <p>For all questions concerning courses and study programmes, students may contact the corresponding Erasmus departmental coordinator (see: www.erasmus.uni-bonn.de → Beratung/Contacts)</p> <p>Further information on Studying in Bonn at: www.uni-bonn.de/studying/international-students/erasmus/studying-in-bonn?set_language=en</p> | | | | | | | | | | |
| Credit system | <p>The grading scheme usually comprises five levels (with numerical equivalents; intermediate grades may be given):</p> <table style="margin-left: 20px; border: none;"> <tr> <td>"Sehr Gut" (1)</td> <td>Excellent</td> </tr> <tr> <td>"Gut" (2)</td> <td>Good</td> </tr> <tr> <td>"Befriedigend" (3)</td> <td>Satisfactory</td> </tr> <tr> <td>"Ausreichend" (4)</td> <td>Sufficient</td> </tr> <tr> <td>"Nicht ausreichend" (5)</td> <td>Non-Sufficient/Fail.</td> </tr> </table> <p>The minimum passing grade is "Ausreichend" (4). Verbal designations of grades may vary in some cases and for doctoral degrees.</p> | "Sehr Gut" (1) | Excellent | "Gut" (2) | Good | "Befriedigend" (3) | Satisfactory | "Ausreichend" (4) | Sufficient | "Nicht ausreichend" (5) | Non-Sufficient/Fail. |
| "Sehr Gut" (1) | Excellent | | | | | | | | | | |
| "Gut" (2) | Good | | | | | | | | | | |
| "Befriedigend" (3) | Satisfactory | | | | | | | | | | |
| "Ausreichend" (4) | Sufficient | | | | | | | | | | |
| "Nicht ausreichend" (5) | Non-Sufficient/Fail. | | | | | | | | | | |

Language Requirements

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| <p>Language requirements</p> <p style="padding-left: 20px;">German</p> <p style="padding-left: 20px;">English</p> | <p>German is, in particular in most undergraduate programmes, the main language of instruction at the University of Bonn. Therefore, a minimum level of B1 is generally recommended. Details about German language requirements are to be found in the annex of the inter-institutional agreements or at www.uni-bonn.de/studying/international-students/erasmus/learning-german/language-requirements</p> <p>Classes taught in English are mainly to be found in the natural sciences, economics and social sciences and in graduate programmes. Usually, a minimum level of B2 is required for courses taught in English. For more information on courses taught in English, please contact the Erasmus departmental coordinator.</p> |
| <p>German language courses</p> | <p>Language courses during the semester</p> <p>4 hrs per week, level A2 – B2/2*, equals 3 ECTS-credits that can be included in the transcript of records upon agreement with Erasmus departmental coordinator Fee: 80€ (reduced fee for Erasmus students, normal fee: 180 €)</p> <p>Application by 1 August for 1st semester (winter semester) by 1 February for 2nd semester (summer semester)</p> <p>Detailed information about the application procedure will be sent to students directly in July/December. www.erasmus.uni-bonn.de → Deutsch lernen/Learning German</p> <p><small>*Students are requested to have a minimum level of German of A1 (= about 80-100 hrs of German language course) to be admitted to a course.</small></p> |
| <p>German Department</p> | <p>The German Department (Germanistisches Seminar) does not offer any German language courses but teaches German philology and literature. Students who do not study “Germanistik” (German Language and Literature Studies) as their main subject are usually not admitted to study “Germanistik” at our university, only if this has been agreed on between the according Erasmus departmental coordinators.</p> |

Accommodation

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| <p>Student dormitories at the “Studentenwerk”</p> <p>Private housing</p> <p>More information at:</p> | <p>The International Office of the University of Bonn itself does not arrange accommodation, but supports students with information and advice.</p> <p>For getting a room in a student dormitory, students should apply very early! online at https://tl1host.de/SWBN/index.html?lang_id=2 More Information: http://www.studentenwerk-bonn.de/wohnen/ wohnen@studentenwerk-bonn.de</p> <p>monthly rent: between 200 € - 550 €</p> <p>As a room in a dormitory of the Studentenwerk cannot be guaranteed, students are advised to search for private housing, too.</p> <p>i Students are highly advised to read carefully the information about accommodation at: www.uni-bonn.de/studying/international-students/erasmus/housing-in-bonn</p> |
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Formalities

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| Visa | <p>Citizens of EU countries do not need a visa to study in Bonn.</p> <p>Students with non-EU/EEA nationality need a student visa which they should apply for at the German Embassy/Consulate well in advance. The International Office of the University of Bonn will send an acceptance letter to students with non-EU/EFTA nationality after they have been accepted by the Erasmus departmental coordinator.</p> <p>All students need a passport or identity card valid for the whole period of their stay.</p> |
| Passport / ID | |
| Insurances | <p>All students need a sufficient health insurance: a) either the European Health Insurance Card or b) other private health insurance valid for Germany during the whole study abroad period covering all necessary costs</p> <p>Liability insurance</p> <p>We also recommend that students take out a third-party liability insurance to cover any accidental damages caused to other persons or property during their stay. The Erasmus+ programme and the University of Bonn do not provide any of these insurances.</p> <p>The social contribution fee of ca. 270€, which students have to pay when enrolling, includes an insurance for accidents that might occur en route from the university to your place of residence or on university grounds.</p> |


Financial Matters

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| Cost of living | On average: 650-800 € per month (depending on price for accommodation) |
| Average cost of accommodation | <p>Dormitory: € 200 - € 550</p> <p>Private accommodation: € 350- € 600 per month.</p> |
| Semester ticket | <p>All students need to pay a fee of about € 270 per semester when enrolling at the University of Bonn after arrival. It includes a semester ticket for public transportation. Note: This is <u>NOT</u> a tuition fee.</p> |

Orientation & Activities

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| Orientation | <p>A Welcome Week for Erasmus students takes place one week before or at the beginning of each semester (beginning October/April). Attendance is highly recommended as individual support for late arrivals is restricted. Organisational matters including enrolment take place only during the orientation!!</p> |
| Erasmus Student Network | <p>The Erasmus Student Network at the University of Bonn organises a lot of events during the semester and helps Erasmus students to settle down in Bonn. Student can join their facebook group "erasmus esn bonn"</p> |

Further Information

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| Information kit | <p>Students will also receive an information kit from the Erasmus Departmental coordinator and the International Office via e-mail about 4-6 weeks after the above mentioned application deadlines.</p> |
| Erasmus website | <p>Students can find all important information about their Erasmus study period at the University of Bonn such as housing information, language courses, formalities etc. on our Erasmus website: www.erasmus.uni-bonn.de</p> <p>i Students are highly advised to read carefully the information on our websites and the information they receive by e-mail from the International Office and the Erasmus departmental coordinator after their nomination.</p> |
|  Facebook | <p>Students can like our Facebook page for Erasmus students at the University of Bonn to stay updated.</p> <p>www.facebook.com/ErasmusIncomingsUniBonn</p> |

Information on Services for Students with Disabilities and Chronic Diseases

Students with special needs should always first get in touch with [their Erasmus departmental coordinator](#) well in advance.

Advisor for Students with Disabilities and Chronic Diseases

If you are affected by long-term health impairment, disability or chronic disease the advisor for students with disabilities can give advice on all matters relating to studying with disabilities and preventing disadvantages, especially in relation to special conditions, needs and support in exams or solving personal problems. The advice is confidential and solution-oriented - in the sense of a self-determined and successful study with or perhaps in spite of health impairment.

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| Name | Marion Becker |
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| Telephone Fax E-mail | + 49 - 228 – 73 7306 + 49 - 228 – 73 6835 studierenmithandicap@uni-bonn.de |
| Webpage | www.studierenmithandicap.uni-bonn.de |

General Information about the Campus and the university environment

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| Campus | <p>The University of Bonn is not based in one single campus, but spread throughout the city of Bonn. However, similar study areas are usually concentrated in the same area:</p> <ul style="list-style-type: none"> • Social Sciences, humanities, economics, law Campus City: main university building, humanities, social sciences, economics, law https://www.uni-bonn.de/die-universitaet/standorte/campus-city-hauptgebaeude • Natural Sciences, Mathematics, Life Sciences, Agriculture Campus Poppelsdorf: agriculture, natural sciences (physics, biology, geography, geosciences) https://www.uni-bonn.de/die-universitaet/standorte/campus-poppelsdorf Campus Endenich: mathematics, astronomy, pharmacy, meteorology, also agriculture https://www.uni-bonn.de/die-universitaet/standorte/campus-endenich • Medicine Campus Bonn-Venusberg https://www.uni-bonn.de/die-universitaet/standorte/universitaetsklinikum-bonn |
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| | <p>Student dormitories are also spread all over town. But public transportation (buses, tram and metro) is very good in Bonn and students can use all of them for free with the Semester ticket.</p> |
| Accessibility | <p>As many institutes are located in older buildings, not all of them are barrier-free.</p> <p>Therefore students are recommended to get in touch with the advisor for students with disabilities, Marion Becker or their Erasmus departmental coordinator for further information before their arrival.</p> |
| Accommodation | <p>The Studierendenwerk Bonn supplies some rooms and apartments for students with special needs. http://www.studentenwerk-bonn.de/wohnen/</p> <p>As there is a limited number of such rooms, students are highly advised to get in touch with the International Office (erasmus-assist@uni-bonn.de) well in advance so that it can support the application accordingly. However, as Studierendenwerk is an independent organization, the International Office cannot guarantee housing.</p> <p>(For more information on housing and Studierendenwerk, s. page 4)</p> <p>Students may also get help and advice at the AStA-Sozialreferat (Students' Union) http://www.asta-bonn.de/Consultations#BOCKS - Counselling for handicapped or chronically ill students</p> |
| Studying and learning support | <ul style="list-style-type: none"> • Special conditions and support in the different libraries https://www.uni-bonn.de/studium/im-studium/besondere-anliegen-unterstuetzungsangebote/studieren-mit-handicap/bibliotheken • Specially equipped room for taking exams, including reading devices for visually handicapped students • mentoring (on demand) |
| Assessment | <p>Special conditions for exams (e.g. a different form of exam, more time, permission of supporting tools etc.) can be arranged depending on degree of disability and needs. Students should discuss this well in advance either with their Erasmus departmental coordinator or advisor for students with disabilities, Marion Becker</p> <p>https://www.uni-bonn.de/studium/im-studium/besondere-anliegen-unterstuetzungsangebote/studieren-mit-handicap/nachteilsausgleich-fuer-behinderte-und-chronisch-krank-studierende</p> |