Karl-Franzens-University Graz

The University of Graz is a public HEI with a strong international profile offering more than 100 BA, MA and PhD degrees. Located in the city of Graz – Europe’s cultural capital 2003 – it is home and an exciting and inspiring environment for 30.300 students (11,6 % international), 2.600 academic and 1.200 administrative staff. An institution with a strong international profile it concentrates on the core activities of research and education at 6 faculties (Arts & Humanities, Law, Social and Economic Sciences, Theology, Natural Sciences and Environmental and Regional Sciences and Education). Close ties with almost 500 universities world-wide form the basis for the mobility of students, faculty and staff and numerous joint projects in teaching and research as well as organizational and curriculum development. The university has developed profound experience in working together with international partners in a variety of projects and programs, such as Erasmus Mundus, Tempus, Lifelong Learning Programmes [LLP], etc. for many of which the University of Graz also acts as the coordinator. Guest professors and guest researchers contribute significantly to the internationalization of our institution.

Committed to implementing the aims of the BOLOGNA-Process, the University of Graz contributes significantly to the creation of a European platform of higher education and thus strengthens its position as an internationally oriented institution of higher learning. As the only Austrian institution of higher learning, the University of Graz proves its role as an innovative and reform-oriented force within the COIMBRA Group and the UTRECHT Network.

Intensive co-operation with institutions of higher learning in South-Eastern Europe has been defined as one of the priorities within the university development strategy and has provided the University of Graz with an expertise unique in the German speaking area. Due to its profound knowledge of the potential and the needs of partners in the region and its international competence the university has long been an advocate of European integration and will continue to do so in the future.

Webpage: www.uni-graz.at
Webpage with specific information for Erasmus Mundus applicants: www.uni-graz.at/bibwww_eras-mundus_action2_stud_in.htm

Contact data:
Contact for Incoming Undergraduate, Master and PhD applicants: christa.grassauer@uni-graz.at
Contact for Outgoing Undergraduate, Master and PhD applicants: petra.rabitsch@uni-graz.at
Contact for Incoming+Outgoing PostDoc and Staff applicants: kanita.kovacevic@uni-graz.at
**Name of the University**  
Karl-Franzens University of Graz

**Websites**
- General Website  
  [www.uni-graz.at](http://www.uni-graz.at)
- Website with specific information for Al-Idrisi applicants  
  [www.uni-graz.at/bibwww_eras-mundus_action2_stud_in.htm](http://www.uni-graz.at/bibwww_eras-mundus_action2_stud_in.htm)

**Academic calendar (lecture periods)**
- Link to academic calendar  
  [www.uni-graz.at/en/bibwww_stud-incoming_preparing Stay.htm?=#academic_calendar](http://www.uni-graz.at/en/bibwww_stud-incoming_preparing Stay.htm?=#academic_calendar)
- Lecture periods

<table>
<thead>
<tr>
<th>Term 2011/2012</th>
<th>Start Date</th>
<th>End Date</th>
<th>Registration Session (Welcome Events)</th>
<th>Examination Period(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Winter term</td>
<td>01.10.2012</td>
<td>31.01.2013</td>
<td>03.09.2012 - 21.09.2012</td>
<td>End of semester / continuous (depending on course)</td>
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<tr>
<td>Summer term</td>
<td>01.03.2013</td>
<td>02.07.2013</td>
<td>04.02.2013 - 15.02.2013</td>
<td>End of semester / continuous (depending on course)</td>
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</tbody>
</table>

**Admission and registration**
- Exchange students (credit transfer, non degree seeking)

<table>
<thead>
<tr>
<th>Undergraduate Admission</th>
<th>Undergraduate Registration</th>
<th>Master Admission</th>
<th>Doctorate Admission</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate admission deadline</td>
<td>Undergraduate registration deadline</td>
<td>Master admission deadline</td>
<td>Doctorate admission deadline</td>
</tr>
</tbody>
</table>

**Contact information**  
christa.grassauer@uni-graz.at

**Degree seeking students (full programmes)**

<table>
<thead>
<tr>
<th>Master Admission</th>
<th>Master Registration</th>
</tr>
</thead>
</table>
| Admission requirements | 1) Bachelor degree of 180 ECTS in (granting access to master studies at home university)  
  2) Pre-admission check by program coordinator and admissions office at Uni Graz  
| Master admission deadline | For Erasmus Mundus applicants first term (winter): 01.06.2012 |
| Doctorate admission deadline | Doctorate registration deadline | 01.06.2012 | 01.11.2012 |
| Doctorate registration deadline | Doctorate contact information | christa.grassauer@uni-graz.at |  

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**Erasmus Mundus – ALRAKIS**

<table>
<thead>
<tr>
<th>first term (winter): 01.09.2012</th>
<th>second term (summer): 01.02.2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>registration deadline</td>
<td>contact information</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:christa.grassauer@uni-graz.at">christa.grassauer@uni-graz.at</a></td>
</tr>
<tr>
<td>doctorate</td>
<td>admission requirements</td>
</tr>
<tr>
<td>1. Master degree of 120 ECTS (granting access to doctoral studies at home university)</td>
<td></td>
</tr>
<tr>
<td>2. Pre-admission check by program coordinator and admissions office at Uni Graz</td>
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</tr>
<tr>
<td>admission deadline</td>
<td>For Erasmus Mundus applicants</td>
</tr>
<tr>
<td>first term (winter): 01.06.2012</td>
<td>second term (summer): 01.11.2012</td>
</tr>
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</tr>
<tr>
<td>first term (winter): 01.09.2012</td>
<td><a href="mailto:christa.grassauer@uni-graz.at">christa.grassauer@uni-graz.at</a></td>
</tr>
<tr>
<td>second term (summer): 01.02.2013</td>
<td></td>
</tr>
</tbody>
</table>

**Course information websites**

- **Undergraduate studies**
  
  [https://online.uni-graz.at](https://online.uni-graz.at)

  all degrees are German taught, though some offer a limited number of courses in English: [www.uni-graz.at/bibwww_s_in_en_course.htm](http://www.uni-graz.at/bibwww_s_in_en_course.htm)

- **Master programmes**
  
  [https://online.uni-graz.at](https://online.uni-graz.at)

  all degrees are German taught, though some offer a limited number of courses in English: [www.uni-graz.at/bibwww_s_in_en_course.htm](http://www.uni-graz.at/bibwww_s_in_en_course.htm)

- **Doctorate programmes**
  
  [https://online.uni-graz.at](https://online.uni-graz.at)

  some courses taught in English: [www.uni-graz.at/bibwww_s_in_en_course.htm](http://www.uni-graz.at/bibwww_s_in_en_course.htm)

**Language requirements**

<table>
<thead>
<tr>
<th>Language of instruction A:</th>
<th>language</th>
<th>German</th>
</tr>
</thead>
<tbody>
<tr>
<td>required level</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Degree students Bachelor + Master – C1</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Degree students PhD – please get in touch with contact person</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Exchange students</strong> – no language certificate needed. Exchange students without knowledge of German need to have sufficient knowledge of English and need to verify in detail in the online system whether they can find enough courses taught in English to fulfill the program requirements. However, preference will be given to applicants with a German language certificate (or English language certificate – in case you are only attending courses held in English).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>accepted certificate(s)</td>
<td>Preferably ÖSD-certificate C1, Goetheinstitut certificate C1</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Language of instruction B:</th>
<th>language</th>
<th>English</th>
</tr>
</thead>
<tbody>
<tr>
<td>required level</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Degree students PhD – please get in touch with contact person</strong></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>
taught in English to fulfill the program requirements. However, preference will be given to applicants with a German language certificate (or English language certificate – in case you are only attending courses held in English). accepted certificate(s) **TOEFL** 550pb/213cp/80ib, **IELTS** 6

### Student and welcome services

- **Link to student guide** [www.uni-graz.at/en/bibwww_welcome-guide_e.pdf](http://www.uni-graz.at/en/bibwww_welcome-guide_e.pdf)
- **Estimated living expenses** See welcome guide - [www.uni-graz.at/en/bibwww_welcome-guide_e.pdf](http://www.uni-graz.at/en/bibwww_welcome-guide_e.pdf)
- **Housing**
  - housing assistance (yes/no/type): Yes, selected students will be informed about the procedures by the ALRAKIS contact person
  - link to housing: [www.housing.oead.at](http://www.housing.oead.at)
- **Facilities for students with special needs**
  - (Yes/No) Yes, [www.uni-graz.at/services/behinderte.html](http://www.uni-graz.at/services/behinderte.html)
- **Welcome event / orientation week**
  - Welcome Events are mandatory and include sessions about orientation/registration/health insurance/course system. In addition students can sign up for the buddy program (pick-up and support by Graz student)
  - **Language course(s)**
    - before the study periods: 3 weeks in Sept (winter term)
    - 3 weeks in Feb (summer term)
    - Participation highly recommended
    - during the study periods: Yes, offered at all levels

### International Office / Student Service Center / Visitor Service

- **Mailing address**
  - Karl-Franzens University of Graz
  - Büro für Internationale Beziehungen
  - Universitätsplatz 3
  - 8010 Graz, Austria

- **Contact persons**
  - for incoming students (Bachelor, Master, PhD)
    - Mag. Christa Grassauer
    - christa.grassauer@uni-graz.at
    - Tel: +43-316-380-1254
  - for outgoing students
    - Mag. Petra Rabitsch
    - petra.rabitsch@uni-graz.at
    - Tel: +43-316-380-1251
  - for incoming staff & PostDoc
    - Mag. Kanita Kovacevic
    - kanita.kovacevic@uni-graz.at
    - Tel: +43-316-380-2214
  - for outgoing staff & PostDoc
    - Mag. Kanita Kovacevic
    - kanita.kovacevic@uni-graz.at
    - Tel: +43-316-380-2214

### Documents to be uploaded (Bachelor, Master, PhD)

**degree-seeking students:**

- **Proof of eligibility for enrolment** in an equivalent or similar program at the level the EMAIL application is for without any further entrance exam or selection procedure at the former home university signed and stamped by registrar of former home university.
- **Diplomas of ALL previously completed university degrees**, i.e. for master application - undergraduate diploma, for doctorate application - undergraduate and master diplomas.
- **Transcripts of records of ALL previously completed degrees**, i.e. for graduate application - undergraduate transcript, for doctorate application - undergraduate and master transcript.
Erasmus Mundus – ALRAKIS

- Research Plan (PhD ONLY)
- Titles of bachelor and master thesis (Natural Science PhDs ONLY)
- Language certificate for German (level C1); PhD and Post-Doc – please check with contact person for language requirement
- Passport copy
- Curriculum Vitae

Exchange mobility:
- Proof of enrolment in an equivalent or similar program and at the level the ALRAKIS application is for at the home university signed and stamped by registrar of the home university
- Diplomas of ALL previously completed university degrees, i.e. for master application - undergraduate diploma, for doctorate application - undergraduate and master diplomas.
- Transcripts of records of ALL previously completed degrees, i.e. for graduate application - undergraduate transcript, for doctorate application - undergraduate and master transcript.
- Learning Agreement (Undergraduate and Master ONLY)
- Research Plan (PhD ONLY)
- Titles of bachelor and master thesis (Natural Science PhDs ONLY)
- Language certificate is not mandatory, however preference will be given to students providing one. Students planning to take only courses taught in English must make sure they can find enough courses taught in English (see offer at www.uni-graz.at/bibwww_s_in_en_course.htm).
- Passport copy
- Curriculum Vitae

Translations of documents
If original documents (certificates, transcripts, etc) are not in English or German, they must be accompanied by a translation into either English or German. Selected degree students will have to provide certified translations into German during the application process at the University of Graz.

Next steps after selection via the ALRAKIS consortium
The University of Graz requires selected students to complete the University of Graz application procedure, before visa and acceptance letters can be sent!

- Exchange students must complete the online application via the University of Graz online tool. A print-off of the “Application Form” signed by the student and the “Study Confirmation” signed by the advisor at the home university must then be sent via surface mail to the contact person in Graz.
- Degree-seeking students must complete the application form for degree-seeking students. Note that degree-students selected for University of Graz have to hand in original documents incl. certified translations (detailed information will be sent to degree-seeking students upon official selection).

All students selected for University of Graz will be contacted by the Graz contact person upon the official confirmation of their selection by the coordinating university and advised in detail.

Other Useful Information
- Guidelines for course system: http://www.uni-graz.at/bibwww_s_ugo_guidelines.pdf
- Further information for degree seeking students: www.uni-graz.at/en/stpawww_internationalstudents.htm
- Further information for exchange students: New website available soon at http://international.uni-graz.at/ > Students > Incoming
- Information on the student facilities at the university: see welcome guide
- Information about the city: http://www.graztourismus.at/cms/ziel/2865539/DE/
- Living expenses: see welcome guide

Last updated on 10/11/2011