



ERASMUS +
Contact Information 2014-2015
Annex to Inter-institutional Agreements
Key Action 1

A. Information about higher education institutions

Institution Name	UNIVERSITÄT HEIDELBERG
Institutional Erasmus Code	D HEIDELB01
ECHE Code 2014-2020	29870-LA-1-2014-1-DE-E4AKA1-ECHE
Website	www.uni-heidelberg.de
ERASMUS Homepage	www.eu.uni-hd.de

Institutional ERASMUS Coordinator	Mrs Alexandra Braye
Address	Seminarstr. 2, D - 69117 Heidelberg
Email	erasmus-koordinierung@zuv.uni-heidelberg.de
Telephone	+49 6221 542489
Fax	+49 6221 542332
Departmental Coordinators	http://www.eu.uni-hd.de/partnerunis/index_en.html
First Contact for Erasmus Incoming Students	Ms Hedy Mühleck Incoming-erasmus@zuv.uni-heidelberg.de +49 6221 542495
Course Catalogue	http://lsf.uni-heidelberg.de/qisserver/rds?state=wtree&search=1&category=veranstaltung.browse&topitem=lectures&subitem=lectureindex&breadcrumb=lectureindex

B. Mobility numbers per academic year
 -> See Agreement

C. Recommended language skills

We do NOT require any official certificates. But we do expect Erasmus students to be sufficiently proficient in German in order to be able to successfully cope with academic work (language level **B1**), due to the fact that the majority of courses and lectures in Heidelberg are taught in German.

Other language requirements: For example English language skills (**B2**) required for the Master "Molecular Biosciences"; Japanese language skills for the Master of "Japanese Studies".

D. Additional requirements

Contact for Students with disabilities	Blanche Brinken / Anja Maria Münz handicap@zuv.uni-heidelberg.de Tel.: 49 6221/54 -3840 / 2362
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E. Calendar

1.

<u>Winter Term 2014/15:</u>	term dates: 01.10.2014 – 31.03.2015 lecture dates: 13.10.2014 – 07.02.2015
<u>Summer Term 2015:</u>	term dates : 01.04.2015 - 30.09.2015 lecture dates : 13.04.2015 - 25.07.2015
Deadline for Nominations	Winter term: 15 th May. Summer term: 15 th November.
Deadline for Application Forms (after the online application students have to print out the application form and send it via regular mail signed and stamped)	Winter term: 15 th June. Summer term: 15 th December.
2. The receiving institution will send its decision within 6 weeks.	
3. A Transcript of Records will be issued by the receiving institution no later than the end of the semester after the students have fulfilled the course requirements in a timely manner and provided the necessary documentation to the Departmental Coordinators in Heidelberg.	
4. The agreements should be cancelled one year in advance (Sept. 1 st for the next academic year)	

F. Information

1. Course Types and Grading systems Heidelberg University

Vorlesung
Übung
Proseminar
Hauptseminar
Oberseminar
Tutorium
Praktikum
Repetitorium

Lecture
Exercise
Basic seminar
Advanced seminar
Advanced seminar for degree candidates
Tutorial
Practical
Examination review course

COURSE REQUIREMENTS

Klausur
Abschlussklausur
Mündliche Prüfung
Referat
Hausarbeit
Protokoll

Written examination
Final examination
Oral examination
Seminar paper / presentation
Term paper
Taking of minutes

GRADING SYSTEM

1 = sehr gut

2 = gut

3 = befriedigend

4 = ausreichend

5 = nicht ausreichend

unbenoteter Schein

very good (best possible grade, an excellent achievement)
good (well above average)
satisfactory (average, meets all requirements)
sufficient (pass)
deficient (fail)
pass (P)

Please note that this grading system may slightly differ in the departments

2. Visa and 3. Insurance

Information on visa procedures and insurance matters can be found on our ERASMUS
Homepage: http://www.eu.uni-hd.de/incoming/index_en.html

4. Housing

Accommodation Office

Zimmervermittlung
Seminarstraße 2, D - 69117 Heidelberg
aaazimmer@zuv.uni-heidelberg.de
+49-6221 542497
http://www.eu.uni-hd.de/zimmerboerse/index_en.html