



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

A. Institutional Information (updated September 2018)

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
Erasmus Code	A GRAZ03
ECHE / PIC	29302-EPP-1-2014-1-AT-EPPKA3-ECHE / 957574301
Institution website	http://www.kug.ac.at/en/home.html http://studieren.kug.ac.at/en/study.html
Online course catalogue	https://online.kug.ac.at/KUGonline/studienplaene.semplan_studien?corg=1

A.2. Main contacts

Contact person	Mag.phil. Irene Hofmann-Wellenhof
Responsibility	Head of Department of International Relations
Contact details	irene.hofmann-wellenhof@kug.ac.at Tel +43 316 389-1162 / Fax +43 316 389- 1161
Contact person	Nermina Murtić
Responsibility	ERASMUS+ Incoming Students
Contact details	nermina.murtic@kug.ac.at Tel +43 316 39-1163 / Fax +43 316 389- 1161
Contact person	Michaela Ritter
Responsibility	ERASMUS+ Outgoing Students
Contact details	michaela.ritter@kug.ac.at Tel +43 316 39-1160 / Fax +43 316 389- 1161
Contact person	Verena Waidacher, BA MA
Responsibility	Cooperations outside Europe
Contact details	verena.waidacher@kug.ac.at Tel +43 316 39-1163 / Fax +43 316 389- 1161

C. Recommended language skills

C.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 *
A GRAZ03	215 Music and Performing Arts 145 Music Education / Lehramt 146 Instrumental (Voice) Pedagogy / Instrumental (Gesangs)- Pädagogik (IGP) 214 Stage Design / Bühnengestaltung 523 Audio Engineering / Toningenieur	German / English	The language of instruction in group courses is German - at least Level B2 is expected, but it is possible to receive advice and guidance in English. 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). In research projects the language will be agreed by both parties. It is possible to use the English language (Level B2 will be required).

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

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

D. Additional requirements

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

<http://www.kug.ac.at/en/studies-further-education/studies/international/erasmus/information-for-incoming-students.html>

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 for the application platform via email.

E. Calendar 2018/19

Winter semester (Fall semester)	1 October 2018 - 2 February 2019
Summer semester (Spring semester)	4 March 2019 - 28 June 2019
Holidays during the semester:	17 December 2018 - 6 January 2019 Christmas break 15 April 2019 - 28 April 2019 Easter break

Enrollment period:	3 September 2018 - 27 September 2018 (Musicology, Audio Engineering: 9 July - 5 September 2018) 4 February 2019 - 28 February 2019 (Musicology, Audio Engineering: 7 January 2019 - 5 February 2019)
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E.1.1. Application period

Nomination of the students and completion of the online application by the students needs to be done within the following periods:

Winter semester	February 20 th - March 15 th
Summer semester	September 18 th - October 10 th

E.1.2. Decision Response

The KUG will send its decision within 10-12 weeks.

E.1.3. Transcripts of Records

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

E.1.4. Termination of Agreement

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."

F. Information

F.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: <http://www.kug.ac.at/en/studies-further-education/studies/international/information-for-foreign-students/information-about-ects.html>

F.2. Visa

The 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:

Institution	OeAD (Austrian Agency for International Cooperation in Education and Research)
Website OeAD and Contact details	https://oead.at/en/to-austria/entry-residence-and-employment/ https://www.oead.at/index.php?id=78&L=1
Contact person at KUG	Verena Waidacher, BA MA (KUG, Visa assistance for incoming students) verena.waidacher@kug.ac.at Tel +43 316 389-1163 Fax +43 316 389-1161

F.3. Insurance

The KUG will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

The KUG 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:

Website	https://oead.at/en/to-austria/entry-residence-and-employment/insurance/ http://ec.europa.eu/social/main.jsp?catId=559
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F.4. Housing

The 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 persons and information sources:

Contact institution	OeAD (Austrian Agency for International Cooperation in Education and Research)
Website	https://housing.oead.at/de/ http://oeh.kug.ac.at/?page_id=14

KUG Campus Graz	Palais Meran (Main Building) Leonhardstraße 15, A-8010 Graz, Austria
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KUG Campus Oberschützen	Hauptplatz 8, A-7432 Oberschützen, Austria Tel: +43 3353 6693 3123 oder +43 664 8592391 (Portier) Fax: +43 3353 6693 3121 Sekretariat: +43 3353 6693 3120
Website	http://www.kug.ac.at/en/studies-further-education/studies/institutes/institute-12-oberschuetzen/start.html http://www.internat-oberschuetzen.at/studentenheim.htm