

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

## A. Institutional Information

### 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
Rector of the University	Ao.Univ.Prof. MMag. Dr. Georg Schulz, MSc
Erasmus Code	A GRAZ03
ECHE PIC Organisation ID	29302-EPP-1-2014-1-AT-EPPKA3-ECHE 957574301 E10150994
Institution website	<a href="https://www.kug.ac.at/en/">https://www.kug.ac.at/en/</a> <a href="https://www.kug.ac.at/en/study/university-applicants/first-steps-to-becoming-a-student/">https://www.kug.ac.at/en/study/university-applicants/first-steps-to-becoming-a-student/</a>
Online course catalogue	<a href="https://online.kug.ac.at/KUGonline/studienplaene.studienrichtungen?corg_nr=1&amp;csprache_nr=2&amp;csj_nr=&amp;cmode=&amp;pStatusTyp=N&amp;pGrouping=A">https://online.kug.ac.at/KUGonline/studienplaene.studienrichtungen?corg_nr=1&amp;csprache_nr=2&amp;csj_nr=&amp;cmode=&amp;pStatusTyp=N&amp;pGrouping=A</a>

### A.2. Main contacts

Contact person	<b>Andrea Schreiner, MA</b>
Responsibility	Head of International Office
Contact details	<a href="mailto:andrea.schreiner@kug.ac.at">andrea.schreiner@kug.ac.at</a> Tel +43 316 389 - 1162

Contact person	<b>Elisabeth Aman, BA MA</b>
Responsibility	<b>Incoming</b> (Exchange-) Students
Contact details	<a href="mailto:e.aman@kug.ac.at">e.aman@kug.ac.at</a> Tel +43 316 389 - 1163   Fax +43 316 389 - 1161

Contact person	<b>Michaela Ritter</b>
Responsibility	<b>Outgoing</b> (Exchange-) Students
Contact details	<a href="mailto:michaela.ritter@kug.ac.at">michaela.ritter@kug.ac.at</a> Tel +43 316 389 - 1160   Fax +43 316 389 - 1161

## B. Recommended language skills

### B.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 *
AGRAZ03	<b>0114</b> - Music Education- Voice and Instruments (IGP) - Music Education - Instruments; Art Education; Technical and Textile Design (Lehramt) <b>0212</b> - Stage Design (Bühnengestaltung) <b>0215</b> - Music and Performing Arts (Musik und darstellende Kunst) <b>0714</b> - Electrical Engineering and Audio Engineering (Elektrotechnik –Toningenieur)	German / English	<b>The language of instruction in group courses is German</b> - 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>

## C. Additional requirements

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

<https://international.kug.ac.at/en/incoming-students/austausch-an-der-kug/application-requirements/>

*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.

## D. Calendar 2021/22

<b>Winter semester (Fall semester)</b>	1 October 2021 - 29 January 2022 (examination period: 31 January - 4 February 2022)
<b>Summer semester (Spring semester)</b>	28 February 2022 - 2 July 2022 (examination period: 4 July - 7 July 2022)
<b>Holidays during the semester:</b>	20 December 2021 - 9 January 2022 Christmas break 11 April - 23 April 2022 Easter break
<b>Enrollment period:</b>	1 September - 30 September 2021 (Musicology, Audio Engineering: 12 July - 5 September 2021)  7 February – 24 February 2022 (Musicology, Audio Engineering: 10 January - 5 February 2022)

### D.1.1. Application period

Nomination deadline:

<b>Winter semester</b>	March 2 <sup>nd</sup>
<b>Summer semester</b>	October 2 <sup>nd</sup>

The completion of the online application by the student needs to be done within the following periods:

<b>Winter semester</b>	February 10 <sup>th</sup> - March 15 <sup>th</sup>
<b>Summer semester</b>	September 18 <sup>th</sup> - October 10 <sup>th</sup>

### D.1.2. Decision Response

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

### D.1.3. Transcript 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.

### D.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."

## E. Information

### E.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: <https://www.kug.ac.at/en/study/students/things-to-know/important-terms/>

## E.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:

<b>Institution</b>	OeAD (Austrian Agency for International Cooperation in Education and Research)
<b>Website OeAD and Contact details</b>	<a href="https://oead.at/en/to-austria/entry-and-residence/">https://oead.at/en/to-austria/entry-and-residence/</a> <a href="https://oead.at/en/to-austria/regional-offices/graz/">https://oead.at/en/to-austria/regional-offices/graz/</a>
<b>Contact person at KUG</b>	Sara Kebe Cerpes (KUG, Welcome Center) <a href="mailto:sara.kebe-cerpes@kug.ac.at">sara.kebe-cerpes@kug.ac.at</a> Tel +43 316 389 - 1230

## E.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:

<b>Website</b>	<a href="https://oead.at/en/to-austria/entry-and-residence/">https://oead.at/en/to-austria/entry-and-residence/</a> <a href="https://oead.at/fileadmin/Dokumente/oead.at/KIM/Nach_Oesterreich/Einreise_und_Aufenthalt/Datenbank_Einreise_Aufenthalt/Infoblaetter/Englisch/Allgemeine_Info_-_Krankenversicherung_en.pdf">https://oead.at/fileadmin/Dokumente/oead.at/KIM/Nach_Oesterreich/Einreise_und_Aufenthalt/Datenbank_Einreise_Aufenthalt/Infoblaetter/Englisch/Allgemeine_Info_-_Krankenversicherung_en.pdf</a>
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## E.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:

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

<b>KUG Campus Graz</b>	Palais Meran (Main Building) Leonhardstraße 15, A-8010 Graz, Austria
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<b>KUG Campus Oberschützen</b>	Hauptplatz 8, A-7432 Oberschützen, Austria <b>Tel:</b> +43 3353 6693 3123 oder +43 664 8592391 (Portier) <b>Fax:</b> +43 3353 6693 3121 <b>Sekretariat:</b> +43 3353 6693 3120
<b>Website</b>	<a href="https://institut-oberschuetzen.kug.ac.at/en/institute-12-oberschuetzen.html">https://institut-oberschuetzen.kug.ac.at/en/institute-12-oberschuetzen.html</a> <a href="http://www.internat-oberschuetzen.at/unterbringung_studentenheim.html">http://www.internat-oberschuetzen.at/unterbringung_studentenheim.html</a>