

**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
PIC Organisation ID	957574301 E10150994
Institution website	<a href="https://www.kug.ac.at/en/">https://www.kug.ac.at/en/</a> <a href="https://international.kug.ac.at/en/incoming-students/exchange-at-the-kug/application-process/">https://international.kug.ac.at/en/incoming-students/exchange-at-the-kug/application-process/</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	Andrea Schreiner, MA
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	Elisabeth Aman, BA MA
Responsibility	Incoming (Exchange-) Students
Contact details	<a href="mailto:e.aman@kug.ac.at">e.aman@kug.ac.at</a> Tel +43 316 389 - 1163

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

## B. 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	<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	The language of instruction in group courses is German - at least Level B1 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 and in One-to-One-lessons the language will be agreed upon by both parties.

\* 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 to the application platform via e-mail.

## D. Calendar 2022/23

<b>Winter semester (Fall semester) – teaching period:</b>	October 3, 2022–February 4, 2023 (examination period: February 6–10, 2023)
<b>Summer semester (Spring semester) – teaching period:</b>	March 6, 2023–July 1, 2023 (examination period: July 3–6, 2023)
<b>Holidays during the semester:</b>	December 19, 2022–January 8, 2023 (Christmas break) April 3–16, 2023 (Easter break)
<b>Enrolment period:</b>	August 31–September 29, 2022 (enrolment period for artistic studies) July 11–October 31, 2022 (general enrolment period) February 6–March 1, 2023 (enrolment period for artistic studies) January 9–March 31, 2023 (general enrolment period)

### D.1.1. Application period

Nomination deadline:

Winter semester	March 2
Summer semester	October 2

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

Winter semester	February 10–March 15
Summer semester	September 20–October 10

### 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 (Erasmus+)

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, <a href="#">Welcome Center</a> ) <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/scholars/before-arrival/insurance/">https://oead.at/en/to-austria/scholars/before-arrival/insurance/</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://www.oeadstudenthousing.at/en/accommodation/graz/">https://www.oeadstudenthousing.at/en/accommodation/graz/</a>

<b>Contact institution</b>	University of Music and Performing Arts Graz (KUG) Campus Graz - International Office: <a href="https://international.kug.ac.at/en/incoming-students/life-in-graz/housing-public-transport-leisure-time-in-graz/">https://international.kug.ac.at/en/incoming-students/life-in-graz/housing-public-transport-leisure-time-in-graz/</a> Campus Oberschützen: <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>
<b>Website</b>	Housing information: <a href="https://www.kug.ac.at/en/study/university-applicants/campus-life/living-in-graz-oberschuetzen/">https://www.kug.ac.at/en/study/university-applicants/campus-life/living-in-graz-oberschuetzen/</a>