

ANNEX to Erasmus+ Inter-Institutional Agreement (2014/15 – 2020/21) Institutional Factsheet

Homepage TU Dortmund University (Technische Universität Dortmund):
<http://www.tu-dortmund.de>

Homepage International Office (Referat Internationales):
<http://www.aaa.tu-dortmund.de>

ID Code: **D DORTMUN01**

ERASMUS Institutional Coordinator (ERASMUS - Hochschulkoordinatorin)

Silke Viol

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44227 Dortmund

Germany (Deutschland)

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Tel: +49. 231. 755 4727

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ERASMUS Departmental Coordinator

Dr. Paul Kerzel

Dekanat BCI

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Additional requirements

*Students who have been selected by their home university to study **at TU Dortmund University** in the framework of the Erasmus+ Programme will find further information on requirements and measures of preparing (e.g. Application) under the following link: <http://www.aaa.tu-dortmund.de>*

English – International Students / Exchange Students (ERASMUS) / Application

Deutsch – Internationale Studierende / Austauschstudierende / Anmeldung

The institution provides infrastructure for welcoming students and staff with disabilities. Please find further information at the website of **DoBus** (Dortmunder Zentrum Behinderung und Studium/ Dortmund Center for Students with Disabilities):

<http://www.dobus.tu-dortmund.de/cms/de/home/>

Recommended language skills

Receiving institution [Erasmus code]	Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ¹	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
D DORTMUN01	0711	English	German	B1	

Calendar

- Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
D DORTMUN01	May 15 th	November 15 th

- The receiving institution will send its decision within 3-4 weeks after the deadline.

a) At **TU Dortmund University** a Transcript of Records will be issued at the end of the student stay by the Erasmus departmental coordinator. Students have to contact him/ her a few weeks before departure.

- Termination of the agreement

The above mentioned institutions agree to cooperate in the activities as contracted above under the terms and conditions of the *Erasmus+ Programme*.

- Both parties agree to abide by the principles and conditions set out in the *Erasmus+ Guidelines for Applicants*, and will work according to the principles of the *Erasmus University Charter*.
- Both parties agree to abide by the bilaterally agreed terms of this inter-institutional agreement and will endeavour to carry out the agreement to the best of their abilities.
- Additional changes in mobility or in specific conditions of contract and termination of the inter-institutional agreement can be made annually, if communicated before January 1st.

Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

Information

1. Grading systems of the institutions

TU Dortmund University: 1 = superior / 2 = above average / 3 = average /

4 = sufficient / 5 & 6 = fail / CR = no grade; class participation on pass/fail basis / AU = class audited

At times decimal scaling is used for grades in between full numbers; i.e. each grade can be increased or lowered by 0.3; thus there is a grade 1.7 (also known as 2+), 2.0, 2.3 (also known as 2-) etc.

¹ For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, 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 [Erasmus code]	Contact details (email, phone)	Website for information
D DORTMUN01	Silke Viol Erasmus Institutional Coordinator <i>See page no. 1</i>	-----

Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D DORTMUN01	erasmus@tu-dortmund.de	http://www.aaa.tu-dortmund.de/erasmus (English – International Students / Exchange Students (ERASMUS) / Health Insurance) http://www.aaa.tu-dortmund.de/Deutsch – Internationale Studierende / Austauschstudierende / Krankenversicherung

Housing

The receiving institution will guide incoming mobile participants 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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D DORTMUN01	erasmus@tu-dortmund.de	http://www.aaa.tu-dortmund.de/erasmus (English – International Students / Exchange Students (ERASMUS) / Accommodation) http://www.aaa.tu-dortmund.de/Deutsch – Internationale Studierende / Austauschstudierende / Wohnen

Email Address for Incoming Students (Email-Adresse für Incomings)

Student assistant for Silke Viol

Email: erasmus@tu-dortmund.de

The Intensive German Course for Erasmus students starts approx. 4 weeks prior to each semester and is free of charge for exchange students.



Technische Universität Dortmund

(TU Dortmund University)

ANNEX TO THE ERASMUS + INTER-INSTITUTIONAL AGREEMENT with the University of Genoa

Key Action 1 – mobility for learners and staff – Higher education Student and Staff Mobility

1. Information about higher education institutions

1.1 Institutional details

Name of the Institution	TU Dortmund University
Erasmus code	D DORTMUN01
Institution website	http://www.tu-dortmund.de/uni/Uni/index.html
International Students webpage	http://www.aaa.tu-dortmund.de/erasmus
Information for incoming students	
Course catalogue	

1.2 Main contacts

Institutional Coordinator	Silke Viol
Contact details	International Office Emil-Figge-Str. 61 44227 Dortmund Germany phone: +49 (0)231-755-4727 fax: +49 (0)231-755-5525 silke.viol@tu-dortmund.de

ERASMUS Departmental Coordinator	Prof. Dr. Martin Wagner
Contact details	Vogelpothsweg 87, 44227 Dortmund phone: +49 (0)231-755-3174 fax: +49 (0)231-755-3918 email: mwagner@statistik.tu-dortmund.de

2. Recommended language skills

Subject area	Language of Instruction	Recommended language of instruction level*	Type of mobility
Statistics	German	B2	
Statistics	English	B2	

*Level according to Common European Framework of Reference for languages (CEFR), see

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

3. Additional requirements

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<http://www.dobus.tu-dortmund.de/cms/de/home/>

4. Calendar

Autumn term	May 15 th
Spring term	November 15 th

4.1 Decision

The receiving institution will send its decision within 3 - 4 weeks.

4.2 Transcript of records

At **TU Dortmund University** a Transcript of Records will be issued at the end of the student stay by the Erasmus departmental coordinator. Students have to contact him/ her a few weeks before departure.

5. Information

5.1 Grading system of the Institution

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At times decimal scaling is used for grades in between full numbers; i.e. each grade can be increased or lowered by 0.3; thus there is a grade 1.7 (also known as 2+), 2.0, 2.3 (also known as 2-) etc.

5.2 Visa

D DORTMUN01 will provide assistance, when required, in securing visas for incoming and outbound mobile participants, 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:

Contact details	Silke Viol Erasmus Institutional Coordinator <i>See page no. 1</i>
Website	http://www.aaa.tu-dortmund.de/erasmus http://www.aaa.tu-dortmund.de/Deutsch – Internationale Studierende / Austauschstudierende

5.3 Insurance

D DORTMUN01 will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The institution will inform mobile participants of cases in which insurance cover is not automatically provided.

Information and assistance can be provided by the following contact points and information sources:

<http://www.aaa.tu-dortmund.de/erasmus> Health Insurance

[http://www.aaa.tu-dortmund.de/Deutsch – Internationale Studierende / Austauschstudierende / Krankenversicherung](http://www.aaa.tu-dortmund.de/Deutsch-Internationale-Studierende-Austauschstudierende-Krankenversicherung)

Contact: erasmus@tu-dortmund.de

5.4 Housing

D DORTMUN01 will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contacts and information sources:

Contact details	erasmus@tu-dortmund.de
Website	http://www.aaa.tu-dortmund.de/erasmus Accommodation http://www.aaa.tu-dortmund.de Deutsch – Internationale Studierende / Austauschstudierende/Wohnen