

Annex 1 to Erasmus+ Inter-institutional agreement

Institutional Factsheet

1. Institutional Information

1.1. Institutional details

Name of the institution	Universität Osnabrück / Osnabrück University
Erasmus Code	D OSNABRU01
EUC	29835-LA-1-2014-1-DE-E4AKA1-ECHE
Institution website	http://www.uni-osnabrueck.de
Online course catalogue	http://www.uni-osnabrueck.de/studium/im_studium/veranstaltungsverzeichnis.html

1.2. Main contacts

Contact person	Ms. Beate Teutloff
Responsibility	Erasmus+ Institutional Coordinator
Contact details	Phone: +49 541 969-4126 ; Fax: +49 541 969-4495 ; Email: beate.teutloff@uos.de

Contact person	Ms. Karoline Bachteler
Responsibility	International Student Advisor; Contact person for incoming students
Contact details	Phone: +49 541 969-4765 ; Fax: +49 541 969-4495 ; Email: karoline.bachteler@uos.de

Contact person	Ms. Verena Blum
Responsibility	Contact person for outgoing students/staff
Contact details	Phone: +49 541 969-4708; Fax: +49 541 969-4495; Email: verena.blum@uos.de

2. Detailed requirements and calendar

2.1. 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 *
Student Mobility for Studies	Any	German	B1
Staff Mobility for Teaching	Any	German and/or English	B2
Staff Mobility for Training	Any	German and/or 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>

For more details on the language of instruction recommendations, please refer to our course catalogue.

2.2. Additional requirements

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

Erasmus code	Selection criteria	
	incoming	outgoing
D OSNABRU01	<ul style="list-style-type: none">• Language Skills• Academic achievements	<ul style="list-style-type: none">• Motivation• Academic achievements• Language skills

Osnabrück University is prepared to welcome students or staff with visual or hearing impairment. However, a few of the buildings are not accessible for students or staff with serious physical impairments (esp. serious walking impairment; wheelchair bound).

2.3. Calendar

2.3.1. Nomination Deadlines

Applications/information on students nominated must reach our institution by:

Autumn term	July 01 (autumn term starts in October)
Spring term	January 01 (spring term starts in April)

2.3.2. Decision Response

We will send our decision within 4 weeks.

2.3.3. Transcripts of Records

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

3. Additional information

3.1. Grading system

Osnabrück University	
German grade	Description
1,0 – 1,5	Excellent
1,6 – 2,0	Very Good
2,1 – 3,0	Good
3,1 – 3,5	Satisfactory
3,6 – 4,0	Sufficient
4,1 – 5,0	Fail

Osnabrück University, School of Law	
German grade	Description
18 – 11,5	Excellent
11,4 - 9	Very Good
8,9 – 6,5	Good
6,4 – 5,5	Satisfactory
5,4 – 4	Sufficient
3,9 – 0	Fail

3.2. Visa

Our institution 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:

Contact person	Ms. Karoline Bachteler
Responsibility	International Student Advisor / Contact person for incoming students
Contact details	Phone: +49 541 969 4765 ; Fax: +49 541 969 -4495 ; Email: karoline.bachteler@uos.de
Website	http://www.uni-osnabrueck.de/en/prospective_students/service/visa_and_entry_requirements.html

3.3. Insurance

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

We 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:

Contact person	Ms. Karoline Bachteler
Responsibility	International Student Advisor/Contact person for incoming students
Contact details	Phone: +49 541 969 4765 ; Fax: +49 541 969 -4495 ; Email: karoline.bachteler@uos.de
Website	http://www.uni-osnabrueck.de/en/prospective_students/service/health_insurance.html

3.4. Housing

Our institution 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 person	Ms. Angela Schubert
Responsibility	Housing arrangements
Contact details	Phone: +49 541 969-4625 ; Fax: +49 541 969-4495 ; Email: angela.schubert@uos.de
Website	http://www.uni-osnabrueck.de/en/prospective_students/service/looking_for_a_room.html