

## INFO SHEET MCI

**Institution: MCI Management Center Innsbruck**

**Erasmus Code: A INNSBRU08**

**Website: [www.mci.edu](http://www.mci.edu)**

**Head of Institution: Dr. Andreas Altmann (Rector)**

**International Relation: Dr. Susanne Lichtmannegger (Head)**

### Recommended language skills

The sending institution, following agreement with the receiving 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:

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>1</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
A INNSBRU08		English	German	Bachelor: B2 Master: C1	B2 – C1

### Additional requirements

#### Calendar

1. Student nominations and applications must reach MCI by:

Nomination		Application	
Fall Term*	Spring Term*	Fall Term*	Spring Term*
Mid April	Mid October	May 15	November 15
*Details: <a href="http://www.mci.edu/en/international/students/exchange-students/academic-calendar">http://www.mci.edu/en/international/students/exchange-students/academic-calendar</a>			

2. The receiving institution will send its decision within 5 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.

<sup>1</sup> 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>

## Information

### 1. Grading systems of the institutions

Grades 1 through 5 (5 is the only failing grade)

### 2. Visa

MCI Management Center Innsbruck will provide assistance 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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
A INNSBRU08	Incoming Exchange Coordinator, <a href="mailto:exchange@mci.edu">exchange@mci.edu</a> +43/512/2070-1622	<a href="http://www.mci.edu/en/international/students/exchange-students/visa-requirements">http://www.mci.edu/en/international/students/exchange-students/visa-requirements</a>

### 3. Insurance

MCI Management Center Innsbruck 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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
A INNSBRU08	Incoming Exchange Coordinator, <a href="mailto:exchange@mci.edu">exchange@mci.edu</a> +43/512/2070-1622	<a href="http://www.oead.at/welcome_to_austria/legal_practical_issues/insurance/EN/">http://www.oead.at/welcome_to_austria/legal_practical_issues/insurance/EN/</a>

### 4. Housing

MCI Management Center Innsbruck 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
A INNSBRU08	Incoming Exchange Coordinator, <a href="mailto:exchange@mci.edu">exchange@mci.edu</a> +43/512/2070-1622	<a href="http://www.mci.edu/en/international/students/exchange-students/accommodation-exchange-students">http://www.mci.edu/en/international/students/exchange-students/accommodation-exchange-students</a>