



European University Viadrina Frankfurt (Oder)

Fact Sheet 2023/24	
Erasmus Code	D FRANKFU08
PIC Organization ID	996853869 E10191284
President	Prof. Dr. Eduard Mühle
Contact Persons: Viadrina International Affairs	
Co-Director Erasmus Institutional Coordinator	Ms. Petra Weber phone: +49 335 5534 2486 e-mail: head-office@europa-uni.de
Co-Director Erasmus Departmental Coordinator (Business Administration and Economics)	Mr. Torsten Glase phone: +49 335 5534 2595 e-mail: outgoing-wiwi@europa-uni.de
Coordinator incoming exchange students (all faculties)	Mr. Bernd Schünow phone: +49 335 5534 2365 e-mail: students-in@europa-uni.de
Coordinator EU Programs outgoing exchange students (Business Administration and Economics)	Ms. Aleksandra Klecha phone: +49 335 5534 2600 e-mail: outgoing-wiwi@europa-uni.de
Coordinator EU Programs (Law, Social and Cultural Studies) & Africa, Asia, Australia (all faculties) outgoing exchange students, agreements	Ms. Nicole Klück phone: +49 335 5534 2602 e-mail: outgoing@europa-uni.de
Coordinator EU Programs (Law, Social and Cultural Studies) & Georgia, Ukraine (all faculties) outgoing exchange students	Ms. Christin Reise phone: +49 335 5534 2805 e-mail: outgoing@europa-uni.de
Coordinator North and Latin America (all faculties) outgoing exchange students, agreements	Ms. Claudia Casiano Pérez phone: +49 335 5534 2863 e-mail: casiano@europa-uni.de
Coordinator Erasmus+ KA171 for Ukraine, Georgia, Kosovo (incoming/outgoing, all faculties)	Mr. Oleksii Isakov phone: +49 335 5534 4237 e-mail: isakov@europa-uni.de
Coordinator Blended Intensive Programs (BIP), PhD Mobility, (Blended) Short-term Mobility (all faculties)	Maria Krug-Firstbrook phone: +49 335 5534 4215 e-mail: krug@europa-uni.de
Postal address	Grosse Scharnstrasse 59 15230 Frankfurt (Oder) Germany
Faculties	Faculty of Law Faculty of Social and Cultural Sciences Faculty of Business Administration and Economics
Website	www.europa-uni.de www.europa-uni.de/en/internationales

Partner Universities

Lists of partner universities:

www.europa-uni.de/en/internationales/Students/Outgoings/Exchange-studies/Partneruniversitaeten/index.html

Academic Calendar

	Fall semester	Spring semester
Official semester duration	01.10.2023 - 31.03.2024	01.04.2024 – 30.09.2024
Lecture period Faculty of Social and Cultural Sciences & Faculty of Law	16.10.2023 – 09.02.2024	08.04.2024 – 19.07.2024
Lecture period Faculty of Business Administration and Economics (Business students may also attend Viadrina for just one block of the lecture period, but gaining 30 ECTS in only one block is not possible.)	<p>1. Block Lectures: 16.10. – 03.12.2023 Exams: 04.12. – 08.12.2023</p> <p>2. Block Lectures: 11.12.2023 – 09.02.2024 Exams: 12.02. – 16.02.2024</p> <p>Re-takes for both blocks: 18.03. – 28.03.2024</p>	<p>1. Block Lectures: 08.04. – 24.05.2024 Exams: 27.05. – 31.05.2024</p> <p>2. Block Lectures: 10.06. – 19.07.2024 Exams: 22.07. – 26.07.2024</p> <p>Re-takes for both blocks: 16.09. – 27.09.2024</p>

Academic calendar:

www.europa-uni.de/en/internationales/Students/Incomings/Studying/academic-year/index.html

Application process

Nomination & Application
Procedure

Digital Nominations:

You may use one of the following options:

- You can launch your digital nominations directly in MoveON,
- through your local system, if it is EWP connected,
- upload your digital nominations in the Erasmus+ Dashboard or
- register in MoveON Hub and use MoveONLite (for free).

There is no nomination deadline.

If you have any questions:

Please contact Mr. Bernd Schünow: students-in@europa-uni.de or visit our website: www.europa-uni.de/en/internationales/Students/Incomings/Applying/Nomination/index.html

Application Procedure:

Nominated students will receive a link to the application system. The application has to be filled in, printed and signed by the student and the home university and send with the following documents:

- Transcript of Records
- Photo
- Copy of passport
- Proof of German or English language knowledge [optional]
- Learning Agreement (if required by your home university)

Follow the instructions [specified here](#), while preparing this document

Further Information:

www.europa-uni.de/en/internationales/Students/Incomings/Applying/index.html

Language requirement	Level B2 in English <u>or</u> German (no certificate required)
Application deadline	Winter semester (fall): 15.07. for EU-students (31.05. recommended for non-EU-students) Summer semester (spring): 15.01. for EU-students (30.11. recommended for non-EU-students)
Orientation Week	Winter semester (fall): October, one week before beginning of lectures Summer semester (spring): April, one week before beginning of lectures www.europa-uni.de/en/internationales/Students/Incomings/Arriving-settling-in/Orientation-Welcome-Week/index.html
Arrival (recommended)	Two weeks before beginning of lecture period
Buddy & host family program	The student organization ESN Frankfurt (Oder) provides tutors/buddies that help exchange students with all arrival issues. incomings@esn-frankfurtoder.de In addition, host families can be assigned to students to get in touch with German locals. www.europa-uni.de/en/internationales/Students/Incomings/Arriving-settling-in/Adjusting-to-live-in-Frankfurt-O.html
Academic information	
Areas of study / courses	Official course catalogues of the faculties (all courses, in all languages): viacampus.europa-uni.de/ Courses in English and other foreign languages: www.europa-uni.de/en/internationales/aktuell/englische-seminare Exchange students can attend courses from all our faculties. Attending master courses is possible for bachelor students meeting the course requirements and with the approval of the responsible lecturer.
Grading system	www.europa-uni.de/de/internationales/Students/Outgoings/Exchange-studies/Bildungsprogramme_und_ECTS/ects/ects-grading-scale-EUV.pdf
Transcript of Records	At the end of the exchange period, each student will be sent a Transcript of Records – issued upon student's request. www.europa-uni.de/en/internationales/Students/Incomings/Before-returning/index.html
Further Information	
Housing	As the university is located on the German and Polish border, we offer student dorms in Frankfurt (Oder) and Słubice. Cost for dorms in Frankfurt (Oder): 190 – 380 €, single rooms Cost for dorms in Słubice: 430– 845 PLN (90 – 180 €), mostly shared rooms Private accommodation: ~200 – 400 €, single rooms in shared apartments Living in Berlin is possible (travel by train ~1h); we do not offer dorms there. www.europa-uni.de/en/internationales/Students/Incomings/Housing.html
Semester contribution (Semester ticket)	~350 € per semester - The semester contribution is composed of a social service and student body/unit fee as well as the semester ticket for public transportation (for the federal states of Brandenburg and the capital Berlin, all the towns in the region as well as the bus to the student dorms in Słubice, Poland).

Average cost of living	<p>~ 650 € per month for living in Frankfurt (Oder). Stubice is cheaper, Berlin is more expensive</p> <p>For the student visa it is required to prove financial resources of 934 € per month.</p>
Visa	<p>www.europa-uni.de/en/internationales/Students/Incomings/visa-and-immigration/index.html</p>
Insurance	<p>For enrollment, students need a valid health insurance. Only a European Health Insurance Card – EHIC, (or A/T 11 for Turkish students) is valid and sufficient. Non-EU Students have to obtain a German health insurance policy <u>upon arrival</u>.</p> <p>www.europa-uni.de/en/internationales/Students/Incomings/health-insurance/index.html</p>
Summer Programs at the Viadrina	<p>The Viadrina offers several Summer Programs throughout each summer. Find more information here:</p> <p>www.europa-uni.de/de/internationales/Students/Summer-Schools</p>

March 28, 2023