Annex to Erasmus+ Inter-Institutional Agreement

Institutional Factsheet Informatics/Computer Science

1. Institutional Information

1.1 Institutional details

Name of the institution	**UNIVERSITÄT BREMEN**
Erasmus Code	**D BREMEN01 PIC: 999987454, OID: E10209456**
Institution website	https://www.uni-bremen.de/en.html

1.2 Main contacts at International Office

Contact person	**Barbara Hasenmüller**
Responsibility	Institutional Erasmus Coordinator Contact person for outgoing students/staff
Contact details	Bibliothekstr. 1, D-28359 Bremen, GERMANY Phone: +49 421 218-60362 - Fax: +49 421 218 60370 Email: euprog@uni-bremen.de Website : https://www.uni-bremen.de/en/studies/orientation-application/applying-for-a-place/applications-from-abroad/exchange-students-from-partner-universities.html

Contact person	**Cornelia Krain**
Responsibility	Contact person for incoming students
Contact details	Phone: +49 421 218 60375 - Fax: +49 421 218 60370 Email: incoming@uni-bremen.de Website : https://www.uni-bremen.de/en/studies/starting-your-studies/offers-for-international-students/newcomer-service-for-exchange-students/

1.3 Departmental Erasmus Coordinator:

Department	Mathematics and Informatics
Contact person	**Prof. Dr. Andreas Breiter** (outgoing students and agreements) **Dr. Shi Hui** (incoming students)
Responsibility	International academic exchange coordinator
Contact details	Phone: +49 421 218 56571 Email: abreiter@uni-bremen.de Email: shi@uni-bremen.de Phone: +49 421 218 64260 Website: http://www.informatik.uni-bremen.de/cms/detail.php?id=79251&language=en

2. Detailed requirements and additional information

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, English	*Minimum requirement: B2*
Staff Mobility for Teaching	Any	German, English	*Minimum requirement: 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, please refer to our course catalogue.
https://www.uni-bremen.de/en/studies/starting-your-studies/course-catalog/

2.2. Additional requirements

The University of Bremen welcomes students and staff with disabilities. Please contact the Departmental Erasmus Coordinator or International Office (incoming@uni-bremen.de).

2.3. Calendar

2.3.1 Nomination Deadlines:

Winter term	May 31st
Summer term	November 30th

Students will have to apply online in our databank of Mobility Online until latest **June 30th** (winter term) or **December 31st** (summer term). The link to the databank will be sent to the nominees by email after receipt of the nomination by the home institution.

2.3.2. Decision Response

We will send our decision by email normally not later than three weeks after we have received the complete and signed print of the application form generated out of the online application databank.

2.3.3. Transcripts of Records

A Transcript of Records will be issued normally 5 weeks after the student has handed in his/her last exam/paper.

2.3.4. Termination of Agreement

In the event of unilateral termination of this agreement, 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. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

3. Additional information

3.1. Grading system

Mark	German	English translation
1; 1,3	Sehr Gut	Very good
1,7; 2; 2,3	Gut	Good
2,7; 3; 3,3	Befriedigend	Satisfactory
3,7; 4	Ausreichend	Sufficient
5	Nicht ausreichend	Not sufficient

An ECTS grading scale is not available.

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.
Visa invitations will be automatically issued for those persons who need an entry visa for study purposes together with the acceptance letter.
Information and assistance can be provided by the following contact points and information sources:
incoming@uni-bremen.de

3.3. Insurance

Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.
Incoming students need proof of a valid health insurance equivalent to the German statutory health insurance (EHIC Card). Travel insurances and private health insurances are usually not sufficient. More information can be obtained in the newcomer portal.
Contact: incoming@uni-bremen.de .

3.4. Housing

Our institution will guide incoming student/staff in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education. Students have to notify the International Office if they wish to get assistance in finding accommodation by ticking the appropriate box in the online application form.

Contact: incoming@uni-bremen.de
Website: https://www.uni-bremen.de/en/university/campus/housing.html

Any changes to this Annex will be published on our website:
https://www.uni-bremen.de/en/erasmus/erasmus-contract-documents.html