

Life-long Learning / ERASMUS-Programme

INFORMATION SHEET

1. Institutional Details

Name of the Institution	Rheinische Friedrich-Wilhelms-Universität Bonn
ERASMUS Code EUC No.	D BONN 01 29901
Head of the Institution	Professor Dr. Fohrmann
Internet address	www.uni-bonn.de

2. ERASMUS Institutional Co-ordinator

Name	Ms Susanne Maraizu
Department/Office	International Office, Dep. 6.2
Address	Poppelsdorfer Allee 53 D-53115 Bonn
Telephone Fax E-mail	+49 - 228 - 73 5949 +49 - 228 - 73 6793 marazu@uni-bonn.de
Responsibilities	<ul style="list-style-type: none"> ➤ Central co-ordination and management of the LLP/ERASMUS institutional contract ➤ Central administration of teaching and administrative staff mobility ➤ Linkage to faculties/institutes within the university ➤ General information about the university and its study programmes ➤ Assistant director study abroad

3. ERASMUS Student Advisor at the International Office

Name	Nina Polak
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Responsibilities	<ul style="list-style-type: none"> ➤ Information about application procedures ➤ General information about studying and living in Bonn ➤ ERASMUS Welcome Days
Address	International Office, Dep. 6.2 Poppelsdorfer Allee 53 D-53115 Bonn
Telephone Fax E-mail	+ 49 - 228 – 73 6191 (part-time!) + 49 - 228 – 73 6793 erasmus-assist@uni-bonn.de

4. Further contact at the International Office

Name	Ms Francine Toé-Bender
Responsibilities	<ul style="list-style-type: none"> ➤ Central administration of bilateral agreements But please note: Bilateral agreements have to be concluded on departmental level, through the departmental ERASMUS co-ordinator ➤ Central administration of teaching and administrative staff mobility
Address	International Office, Dep. 6.2 Poppelsdorfer Allee 53 D-53115 Bonn
Telephone Fax E-mail	+ 49 - 228 – 73 7438 + 49 - 228 – 73 6793 programme-assist@uni-bonn.de

5. Contact Persons at Faculty Level

Name	Departmental ERASMUS co-ordinator Please find the list of our Departmental co-ordinator at: http://www3.uni-bonn.de/studium/studium-und-praktikum-im-ausland/austauschprogramme-der-universitaet-bonn/erasmus/fachkoordinatoren-und-kooperationen
Responsibilities	<ul style="list-style-type: none"> ➤ Selection of outgoing and incoming students ➤ Applications incoming students ➤ Academic issues (Learning Agreements, Transcripts) ➤ Bilateral ERASMUS-agreements

6. Information for ERASMUS Students

▪ Nomination and Application Procedure for ERASMUS Students

Nomination (= application)	15 May for 1 st semester (winter semester) or the full
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deadlines	academic year 1 November for 2 nd semester (summer semester)
Application (=nomination) forms	ONLINE ONLY! Online application form www.erasmus.uni-bonn.de → <i>How to apply</i>
Nomination (= application) procedure	Print-out of online nomination (=application) form has to be sent to the ERASMUS departmental co-ordinator at the University of Bonn and NOT TO the International Office
Language Requirements	German is the main, and in especially in many undergraduate courses, the only teaching language at the University of Bonn (except in some subjects especially in the natural sciences). Therefore, ERASMUS students are expected to have a good and sufficient knowledge of German

▪ Accommodation

Contact Person	Ms Yvonne Hihn
Address	Studentenwerk Bonn, Abt. für Studentisches Wohnen Nassestraße 11, D-53113 Bonn
Telephone Fax E-mail Internet Address	+ 49 – 228 – 73 7164 + 49 – 228 – 73 7192 wohnen@stw-bonn.de http://www.studentenwerk-bonn.de/
Application deadlines	20 August for the 1 st semester (winter semester) 10 February for 2 nd semester (summer semester)
Application forms	Special application forms for ERASMUS students are available at: www.erasmus.uni-bonn.de → <i>Housing in Bonn</i> or http://www.studentenwerk-bonn.de/index.php?option=com_content&task=view&id=73&Itemid=116
Application procedure	Application forms for a room in a dormitory have to be sent to the “Studentenwerk” (Association of Student Affairs) and not the International Office .
Average cost of accommodation	Dormitory: € 160 - € 320 private accommodation: € 350-400 per month. Private accommodation cannot be arranged by the accommodation office.

▪ German Language Courses

Intensive Language and Orientation Course

Contact Person	Nina Polak
Address	International Office, Dep. 6.2 Poppelsdorfer Allee 53 D-53115 Bonn
Telephone Fax E-mail	+ 49 - 228 – 73 6191 (part-time!) + 49 - 228 – 73 6793 erasmus-assist@uni-bonn.de

Course Information	<ul style="list-style-type: none"> - 4 weeks (September and March) - 75 hours of language classes - Workshops on German culture, literature, history, politics; trips - General orientation programme - Automatic placement in a student dormitory - Meeting students from countries outside Europe
Application deadline	<p>by 15 June, for 1st semester (September course) by 1 December for 2nd semester (March course) Students should apply early enough, independently from their ERASMUS application.</p> <p>More Information on application procedure at www.erasmus.uni-bonn.de.</p>
Course fee	480 €incl. trips and workshops

German language Courses during the semester

Contact Person	Nina Polak
Address	International Office, Dep. 6.2 Poppelsdorfer Allee 53 D-53115 Bonn
Telephone Fax E-mail	+ 49 - 228 – 73 6191 (part-time!) + 49 - 228 – 73 6793 erasmus-assist@uni-bonn.de
Course Information	<ul style="list-style-type: none"> - language courses during the semester - 4 hrs tuition per week <p>More information: www.erasmus.uni-bonn.de → <i>Learning German</i></p>
Application	<p>1 August for 1st semester (winter semester) 1 February for 2nd semester (summer semester) Detailed information about the application procedure will be send to students directly in July/December.</p>
Course fee	50 € (reduced fee for ERASMUS students, normal fee: 160 €)

Orientation Programme at beginning of semester (“Welcome Days”)

Contact Person	Nina Polak
Address	International Office, Dep. 6.2 Poppelsdorfer Allee 53 D-53115 Bonn
Telephone Fax E-mail	+ 49 - 228 – 73 6191 (part-time!) + 49 - 228 – 73 6793 erasmus-assist@uni-bonn.de
Course Information	<p>Orientation Days for exchange students in the week before the beginning of the semester More information: www.erasmus.uni-bonn.de</p>

Application	1 August for 1 st semester (winter semester) 1 February for 2 nd semester (summer semester) Detailed information about application procedure will be sent to students directly in July/December.
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▪ Academic Calendar

1st Semester (winter semester) 2nd Semester (summer semester) Winter semester 2011/2012 Summer semester 2011 Main holidays	mid of October – beginning of February beginning of April – end of July 10 October, 2011 – 3 February, 2012 (lecture and examination period) 2 April, 2012 – 13 July, 2012 February/March August/September
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• Other Useful Information

ERASMUS web page	www.erasmus.uni-bonn.de
Average cost of living	about € 700 per month (depending on rent and life style)
Health insurance	Students need a proof of health insurance for enrolment (European Health Insurance Card or other private health insurance valid for Germany during the whole study abroad period)
Passport/ID	Students need a valid passport or identity card.
Visa requirements for non-EU students	Students from non-EU-countries need a visa which they should apply for at the German Embassy well in advance .
Work permit for non EU students and students from new EU countries	These students only have a restricted work permit during the stay in Germany.
Public Transportation in Bonn (Semester Ticket)	All students have to pay a fee of about €216 on enrolling at the University of Bonn which includes a semester ticket for the whole area of Bonn/Cologne.