

# Erasmus Exchange Programme

## Information session for MEP Students

Albert-Ludwigs-Universität Freiburg



**UNI  
FREIBURG**

International Programs Office  
Department of Economics

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Student assistant in Erasmus affairs

# International Programs Office of the Department of Economics



IBURG

[erasmus@vwl.uni-freiburg.de](mailto:erasmus@vwl.uni-freiburg.de)

**Dr. Steffen Minter**

Erasmus coordinator for Economics

**Andra Volintiru**

Student assistant in Erasmus affairs

Consultation hour: currently only via zoom  
or by phone. Email us first!

The screenshot shows the website's header with navigation links for 'Deutsch' and 'English', and the title 'International Programs Office of the Department of Economics, University of Freiburg'. Below the header, a breadcrumb trail indicates 'You are here: Home'. The main content area features a welcome message and a calendar for December 2020. Two main sections are highlighted: 'International Students in Freiburg "Incoming"' and 'Study abroad for Students in Freiburg "Outgoing"', each accompanied by a graphic of footprints. A 'News' section on the right lists recent updates, including an information event, an online winter program, and updated FAQs.

Deutsch English

International Programs Office of the  
Department of Economics  
University of Freiburg

You are here: Home

Welcome to the International Programs Office of the  
Department of Economics!

« December 2020 »

Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**News**

- Informationsveranstaltung ERASMUS 26.11.2020
- Online Winter Programmes an der Università Cattolica del Sacro Cuore (Milano) 23.10.2020
- Audencia Business School: Winter Programme 2021 16.09.2020
- Updated Corona FAQ for Incomings and Outgoings 13.08.2020
- Aktuelle Informationen und Corona FAQ vom EU-Büro 07.05.2020

International Students  
in Freiburg  
"Incoming"

Study abroad for  
Students in Freiburg  
"Outgoing"

<https://portal.uni-freiburg.de/vwl-international/>

# Key information about ERASMUS+



UNI  
FREIBURG

Bilateral agreements with partner universities at faculty level

Consultation and support: EU/Erasmus-Office and International Programs Office of  
the Department of Economics

Recognition of studies and credits obtained abroad

No tuition fees at the host institution

3 to 12 months abroad (max. 12 months per study cycle)

Erasmus internships and Erasmus study semesters both possible within same study  
cycle (B.Sc./M.Sc./PhD) – up to 12 months in total

Mobility grant of ca. 330/390/450 € per month, depending on the country group

Specific language requirements but language is rarely an obstacle

Overwhelmingly positive student experience

# Mobility grant



- **Country group 1: EUR 450/month**

Denmark, Finland, Great Britain, Iceland, Ireland, Liechtenstein, Luxembourg, Norway, Sweden

- **Country group 2: EUR 390/month**

Austria, Belgium, France, Greece, Italy, Malta, Netherlands, Portugal, Spain, Cyprus

- **Country group 3: EUR 330/month**

Bulgaria, Czech Republic, Croatia, Estonia, Hungary, Latvia, Lithuania, North Macedonia, Poland, Romania, Serbia, Slovakia, Slovenia, Turkey

- 5 months for 1 Erasmus semester, 10 months for 2 semesters

# Key steps: before, during, after

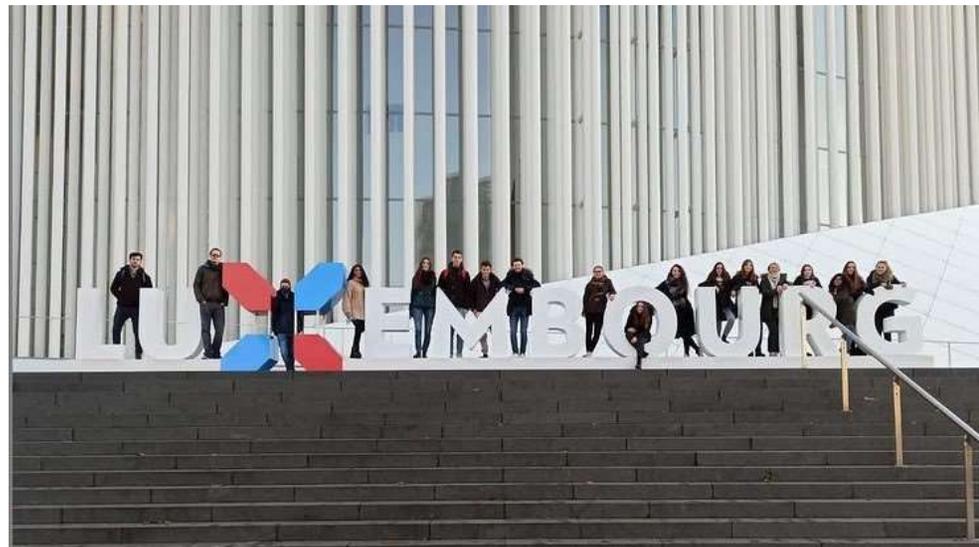


1. Look up **information** about partner universities: check course offer, fact sheets, student life, deadlines, living costs etc.
2. Send us your **application**: 15.12.-15.01. => **allocation of places** by early February (1<sup>st</sup> round); allocation of remaining places by late February (2<sup>nd</sup> round).
3. Study contract (**Learning Agreement**): 30 ECTS per semester
4. **Grant agreement** with the Erasmus-Office => 1<sup>st</sup> installment
5. **Studying** abroad
6. Returning to Freiburg => **transcripts, reports** => 2<sup>nd</sup> installment
7. **Recognition** of your academic achievement abroad

# Erasmus+



- Why Erasmus?
- When and for how long?
- Where to?
- How?



Try to spot two of the MEP students who went to Ghent (and then Luxembourg) this year.

# Why Erasmus?



- Acquire country-specific knowledge
  - Language skills
  - Valuable cultural immersion in the host country
  
- Broaden your horizon as a student (of economics)
  - Get to know a different academic culture
  - An alternative perspective on your area of study
  
- Obtain key transferable skills
  - Intercultural skills
  - Own initiative, self-organization
  - Adaptability, perseverance and grit etc.

# When / for how long ?



- 3<sup>rd</sup> and/or 4<sup>th</sup> semester for M.Sc. students\*
- 1 vs. 2 semesters
- Winter and/or Summer Semester
- Planning your studies very carefully\*\*  $\geq$  no planning!

\*Later stays abroad (e.g. 5<sup>th</sup>/6<sup>th</sup> semester) are also possible.

\*\*Do your best to cover the basics first (e.g. Intermediate Econometrics or Adv. Micro/Macro are often mandatory requirements for more advanced lectures and seminars) & keep in mind that you need at least one seminar.

# Where to study abroad? (M.Sc.)



## Exchange Programmes...

Department of Economics  
(faculty exchange)

International Office  
(University-wide exchange  
programmes)

### Europe (ERASMUS+)

Belgium Greece  
Romania Portugal  
Poland Hungary  
Bulgaria Sweden  
Finland Italy  
Switzerland Spain  
France Turkey  
Norway

Asia

Middle  
East

North America

Other European countries Oceania

[Check out their website!](#)

# Partner universities

Partner universities					Country	Partner university	Amount of places x duration	B.Sc.	M.Sc.
					Poland	Szkola Glowna Handlowa, Warschau	2 x 10 months	X	X
					Portugal	Universidade de Lisboa	3 x 6 months	X	X
					Romania	Universitatea Iasi	2 x 5 months	X	X
						Karlstads Universitet	2 x 5 months	X	X
					Sweden	Universitat Linköping	3 x 10 months	X	
						Dalarna University	2 x 5 months	X	X
						Université de Genève	2 x 9 months	X	X
					Switzerland	Università della Svizzera Italiana, Lugano	2 x 5 months	X	X
						Universität Luzern	2 x 10 months	X	
						Universidad de Almería	2 x 10 months	X	
						Universitat Internacional, Barcelona	1 x 10 months	X	
						Universidad de Cádiz*	5 x 9 months for BSc and 4x5 for MSc	X	X
					Spain	Universidad de Granada	2 x 5 months	X	
						Universidad Carlos III de Madrid	3 x 5 months (and 2 x 9)	X	
						Universidad Autónoma de Madrid	2 x 5 months	X	X
						Universidad de Sevilla*	2 x 10 months	X	
						Middle East Technical University Ankara	3 x 5 months	X	X
					Turkey	Dokuz Eylül University, Izmir	2 x 5 months	X	
						Piri Reis University Istanbul	2 x 6 months	X	X
						Andrássy Universität Budapest	2 x 10 months	X	X
					Hungary	Universität Sopron	2 x 5 months	X	X
Country	Partner university	Amount of places x duration	B.Sc.	M.Sc.					
Belgium	Universität Gent	8 x 10 months	X	X					
	Universität Antwerpen	2 x 5 months	X	X					
Bulgaria	University of Economics Varna	3 x 6 months	X	X					
Finland	Hanken School of Economics (1 place at Campus Helsinki, 1 place at Campus Vasa)	2 x 6 months	X	X					
	Université Jean Moulin (Lyon III)	2 x 10 months	X	X					
	Institut Catholique de Paris	2 x 10 months	X	X					
France	Université des Antilles et de la Guyane	2 x 5 months	X	X					
	Université Pierre Mendès (Grenoble II)	2 x 10 months	X	X					
	Université de la Réunion	2 x 10 months		X					
	Audencia Business School	2 x 10 months	X	X					
Greece	Ioannina University	2 x 10 months	X	X					
Great Britain	University of Dundee	2 x 9 months	X						
	Università degli Studi di Roma	2 x 10 months	X	X					
	Università degli Studi di Torino	2 x 5 months	X	X					
	Università di Siena	3 x 6 months	X	X					
Italy	Università Cattolica del Sacro Cuore (Mailand)	2 x 10 months	X	X					
	Università di Roma (Sapienza)	2 x 10 months	X	X					
	Università di Reggio Calabria	2 x 10 months	X	X					
Macedonia	South East European University	2 x 10 months	X						
Norway	NMBU Ås	2 x 10 months	X	X					
	Universitetet i Bergen	2 x 10 months	X						

# How to apply?



Submit the documents below to the International Programs Office  
of the Department of Economics

Application period: **December 15th – January 15th**

- Application form (filled out and signed!)
- Curriculum vitae (résumé)
- Current transcript of records
- Motivation letter (English or German)
- (Optional) Language certificates, proof of further qualifications etc.

Send all the documents in one compressed pdf-file to  
[erasmus@vwl.uni-freiburg.de](mailto:erasmus@vwl.uni-freiburg.de)

# Application tips & tricks



- Application form: the more preferences, the better your chances, but only include universities you would genuinely want to go to
- Keep your letter of motivation short and specific (1 A4 page)
- Focus on academic + relevant personal motivation (e.g. culture, language, career opportunities etc.)
- Mention all your language skills in your CV (CEFR: A1-C2)
- Send us any language certificates you have
- Transcript of records from your undergraduate studies/B.Sc.
- January 15th = strict deadline!

# Language skills

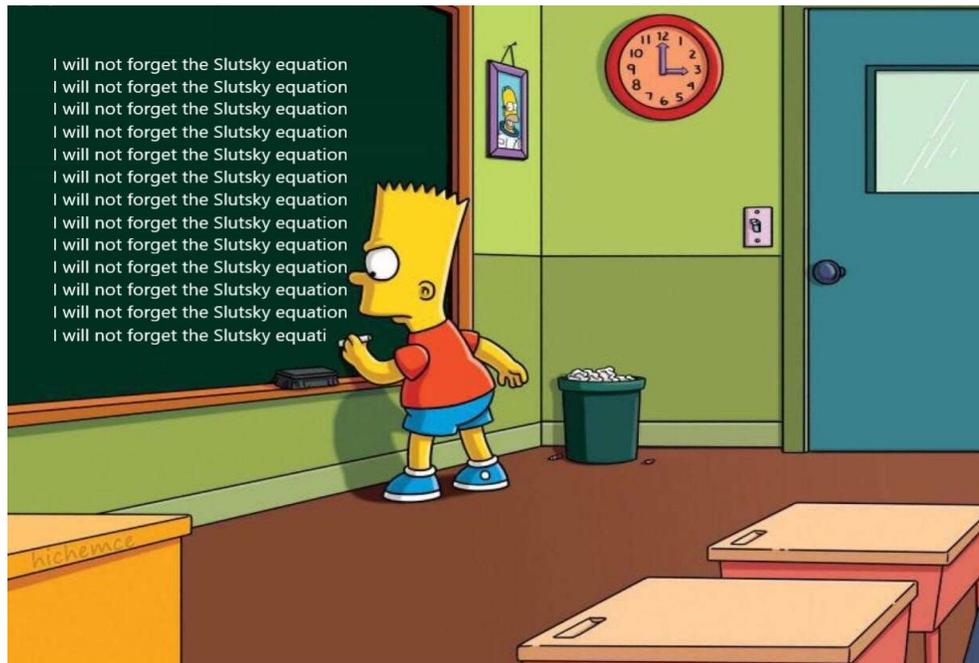


- Proof of language skills not always explicitly requested, but B2-C1 English level needed to attend classes
- If required, English language certificate from MEP application will suffice
- Proof of language skills other than English rarely needed (depends where you apply)
- Check fact sheets and the host institution's website
- When in doubt, email us!
- Further preparation: ZfS, [SLI – Language Teaching Center](#) (also during the semester break), summer courses, courses at the host institution (before or during the semester)

# Planning your studies & ECTS recognition



- Proper planning: mandatory vs. elective classes, seminars
- Recognition options: internal/external electives
- Recognition scenarios: grades, fails and < 30 ECTS
- Leave of absence



# Recognition of academic achievements abroad



- If you want to have the courses taken abroad recognized and added to your transcript, they need to meet the following criteria:
  - Content compatibility with the requirements of your profile for internal and external electives: Economics & Finance or Economics & Politics -> check the [examination regulations](#) and M.Sc. Economics module handbook!
  - No overlap with classes you already took
  - They have to be included (passed!) in the transcript of records you receive from the host institution

Key word: **Learning Agreement!**

# Learning agreement



## Best course of action:

1. Carefully read the **course offer** of the partner university
2. Make a **list** of classes you want to attend including their detailed **course description**
3. Contact **Dr. Steffen Minter** to discuss if the courses you selected can be recognized
4. List approved? Fill out your **learning agreement** (Mobility Online)!

# Mandatory classes abroad?



Can I replace mandatory courses with lectures from my partner uni?

Yes, but...

- The professor teaching the class in Freiburg has to agree to the recognition of the course completed abroad
- Contact them, send them a course description & ask for their approval
- ...ideally, you should have already completed your mandatory courses during the 1<sup>st</sup> and 2<sup>nd</sup> semester (prior to Erasmus)

# Grade conversion



- Grades have to be converted to the German grading system by means of the “Bavarian formula” if you want them recognized in Freiburg.
- Grading may be more lenient or stricter abroad.
- Study hard and everything will be fine.

## Notenumrechnung bei Anerkennungen

Die wirtschaftswissenschaftlichen Prüfungsausschüsse haben festgelegt, dass Noten anderer Notensysteme mithilfe der „modifizierten bayrischen Formel“ umgerechnet werden. Bei einigen Notensystemen kann diese Umrechnungsmethode nur näherungsweise angewandt werden.

$$x = 1 + 3 \frac{N_{\max} - N_d}{N_{\max} - N_{\min}}$$

x = gesuchte Note

N<sub>max</sub> = beste erreichbare Note im ausländischen Notensystem

N<sub>min</sub> = schlechteste Note im ausländischen Notensystem, die zum Bestehen reicht

N<sub>d</sub> = in das deutsche Notensystem zu transformierende Note

Das Ergebnis wird zur nächstliegenden Note gerundet.

Falls das Ergebnis genau zwischen 2 deutschen Noten liegt, wird zur besseren Note gerundet.



Terrible grades abroad? No problem!  
(Please don't fact check this statement)

# Applications at other departments



- Possible but potentially more difficult...
  - Only if there are enough remaining places after the first round of application & allocation of places
  - Only if you have the approval of the coordinator at the host university
  - Only if you get subject-specific supervision and approval here in Freiburg (Learning agreement, recognition) -> Dr. Steffen Minter.
- Check the websites of other faculties for more specific information and deadlines! (usually February/March)
- Get more details [>>>here.](#)

# Erasmus internships



Available to all registered students

Look for an internship on your own

2 to 12 months

33 ERASMUS countries

Grant of **430/490/550** € p.m. if still registered as a student

Also possible shortly after graduating as long as you applied while still  
registered at Uni Freiburg

Find all the infos you need here: [KOORBEST - HS Karlsruhe](#)

# Contact & further information: International Programs Office



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<https://portal.uni-freiburg.de/vwl-international/>

# Contact & further information: EU/Erasmus-Office



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[www.uni-freiburg.de/go/erasmus](http://www.uni-freiburg.de/go/erasmus)

Contact and consultation:  
EU/Erasmus-Office of Uni Freiburg

0761 203-4269, -4207

[europa@zv.uni-freiburg.de](mailto:europa@zv.uni-freiburg.de)

# Student Service Center website



## EU Office & Student Service Center

### ERASMUS

#### Information for Erasmus+ Incomings

We would like to inform you about our university's current precautions and measures regarding the COVID-19 pandemic. You can also find answers to some of the most frequently asked questions and concerns.

 [Information for Incoming Erasmus Students](#)

#### Information for Erasmus+ Outgoings

We would like to inform you about your Erasmus+ stay abroad regarding the COVID-19 pandemic. You can also find answers to some of the most frequently asked questions and concerns.

 [Information for Outgoing Erasmus Students](#)



[About Erasmus+](#) 

[ERASMUS+ at the University of Freiburg](#) 