

## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### Economics and social sciences (L-33)

Course at Bilkent U.		ECTS	Course FUB	ECTS
ECON 108	Principles of Macroeconomics	6	Economics 2 for PPE	8
MATH 264	Statistics for social sciences	6	Statistica per PPE	8
BIM 191	PC General application I	5	Information data management	3
LAW 450	Introduction to law and economics	4	Diritto dell ´economia	6
POLS 495	International political economy	6	International economics	8
TURK 111	basic turkish	6	Optional course	6
LAW 505	Economic regulation and law	6	Diritto dell ´economia	6
ECON 301	Econometrics 1	6	Econometrics	7
MAN 421	Capital markets and institutions	6	Financial marktes and institutions for PPE	8
ECON 408	Issue in public finance	6	Public economics	6
ECON 432	Turkish and word economy	3	Optional course	5
ENG 206	Business communication	5	Englisch advanced	3
PolS 304	Comparative politics II	6	Political science II	7
Math 264	Statistics for social sciences	6	Statistica per PPE	8
PolS 324	Research methods	6		
POIS 411	Gender and politics	6	optional course	8
IR 495	World energy politics	6	optional course	8

### Economics and Management (L-18 BZ)

LAW 313	Business law	6	Diritto commerciale	6
Man 335	Fundamentals of Marketing	6	Marketing	7
MBA 672	Leadership for international managers	4	Communication skills and leadership	4
Man424	Risk management	6	Management von Finanzrisiken	7
Man 422	International finance		International Finance	7
ENG 206	Business communication	5	Englisch advanced	3
ENG 102	Englisch and composition II	6	Englisch advanced	3
MAN 213	Principle of Financial Accounttig	6	Introduction to accounting	8
MAN 333	Marketing principles	6	Marketing	7
BIM 191	PC general applications I	5	Information system and data management	5
ECON 301	Econometrics 1	6	Econometrics	7
ECON 108	Principles of Macroeconomics	6	Economics 2	8
TURK 111	basic turkish	6	Optional course	6
LAW 505	Economic regulation and law	6	Optional course	6
POLS 495	International political economy	6	Optional course	8
MAN 421	Capital markets and institutions	6	Optional course	8
ECON 408	Issue in public finance	6	Optional course	6
ECON 432	Turkish and word economy	3	Optional course	5

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### Tourism, Sports and Events Management (L-18 BK)

LAW 313	Business law	6	Applied economic law	6
Man 335	Fundamentals of Marketing	6	Principles of Marketing	7
MBA 672	Leadership for international managers	4	Communication skills and strategies	6
Man 422	International finance		Optional course	7
ENG 206	Business communication	5	Specialized language course for Economics	3
ENG 102	Englisch and composition II	6	Specialized language course for Economics	3
MAN 213	Principle of Financial Accountig	6	Introduction to accounting	8
MAN 333	Marketing principles	6	Principles of Marketing	7
BIM 191	PC general applications I	5	Information system and data management	6
ECON 301	Econometrics 1	6	Optional course	7
TURK 111	basic turkish	6	Optional course	6
LAW 505	Economic regulation and law	6	Optional course	6
MAN 421	Capital markets and institutions	6	Optional course	8
ECON 432	Turkish and word economy	3	Optional course	5

### Master in Entrepreneurship and Innovation (LM-77)


### Master in Economics and Management of the public sector (LM-63)


Personal academic tutoring for the students by the partner university: name, contact details and availability

**Ece ENGİN** Faculty of Economics, Administrative and Social Sciences

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)

A link to a web page can be enough.

Bilkent University's official grading system uses letter grades with pluses and minuses. Passing grades range from A+ to D; F, FX grades fail. The quality-point equivalents of the grades are as follows:

A+ = 4.00, A = 4.00, A- = 3.70, B+ = 3.30, B = 3.00, B- = 2.70, C+ = 2.30, C = 2.00, C- = 1.70, D+ = 1.30, D = 1.00, F = 0.00, FX = 0.00

<http://catalog.bilkent.edu.tr/current/general/grading.html>

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

TR ANKARA07

ENGLISH

B2 for  
English

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- ☐ Accommodation
- ☐ Language courses
- ☐ Canteen
- ☐ Library
- ☐ Computer rooms
- ☐ Other: \_\_\_\_\_

Proposal of FUB degree programmes which can participate in the agreement mobility

L-18  
L-33  
L-63  
L-77

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

\_\_\_\_\_

Lucie Courteau\_\_\_\_\_

\_\_\_\_\_



## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

*Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.*

Einführung in die Volkswirtschaftslehre Lecture: 07-B35-1-06-01; Exercises: 07-B35-1-06-02)	6	Economics 1	8	L-18 BZ
Makroökonomie (Lecture: 07-B37-3-08-01; Exercises: 07-B37-3-08-02)	9	Economics 2	8	L-18 BZ
Einführung in die Ökonometrie (Lecture: 07-B37-5-21-01; Exercises: 07-B37-5-21-02)	6	Econometrics	7	L-18 BZ
Statistik (Lecture: 07-B37-2-11-01; Exercises 07-B37-2-11-02)	9	Statistics	6	L-18 BZ
Theorie der Unternehmung (Lecture: 07-B37-6-05-01; Exercises: 07-B37-6-05-02)	6	Industrial Economics	6	L-18 BZ
Marketing (Lecture: 07-B37-2-02-01; Exercises: 07-B37-2-02-02, 07-B37-2-02-03, 07-B37-2-02-04)	6	Marketing	7	L-18 BZ
Einführung in die Betriebswirtschaftslehre (07-B35-1-27-01)	6	Introduction to Management	8	L-18 BZ
Unternehmensbesteuerung (Lecture: 07-B37-3-03-01; Exercises: 07-B37-3-03-02)	9	Taxation Law	7	L-18 BZ
Rechnungswesen und Abschluss (Lecture: 07-B37-1-01-02; Exercises: 07-B37-1-01-03, 07-B37-1-01-04)	9	27025 Management Accounting and Control	7	L-18 BZ

Further information in course catalogue: <http://www.uni-bremen.de/en/studies/lecture-courses/courses.html>

*Personal academic tutoring for the students by the partner university:*

Maren HARTSTOCK  
Bibliothekstr. 1, D-28359 Bremen, GERMANY  
Phone: +49 421 218-60505 - Fax: +49 421 98 60505  
Email: [praxint@uni-bremen.de](mailto:praxint@uni-bremen.de)

*Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)*

Grade	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.

Faculty of Business Studies and Economics: A conversion table of grades could be used instead:  
[http://www.uni-bremen.de/fileadmin/user\\_upload/single\\_sites/zpa/pdf/Bachelor/Fachwissenschaftlich/BWL/Umrechnung\\_Noten\\_2013\\_07.pdf](http://www.uni-bremen.de/fileadmin/user_upload/single_sites/zpa/pdf/Bachelor/Fachwissenschaftlich/BWL/Umrechnung_Noten_2013_07.pdf)

*Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.*

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 course catalogue: <http://www.uni-bremen.de/en/studies/lecture-courses/courses.html>

*Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).*

Additional requirements Faculty of Business Studies and Economics: To be sure whether guest students meet the requirements for courses they should get into contact to the lecturers. List of lecturers with contact data: <http://www.wiwi.uni-bremen.de/professors>). If prerequisites are clearly defined they will be announced on the list of courses taught in English: <http://www.wiwi.uni-bremen.de/timetables>)

#### *Calendar information*

##### Nomination Deadlines:

<b>Winter term</b>	May 31 <sup>st</sup>
<b>Summer term</b>	November 30 <sup>th</sup>

Students will have to apply online in our databank of Mobility Online until latest July 15th (winter term) or January 15th (summer term). The link to the database will be sent to the nominees by email after receipt of the nomination by the home institution.

Uni Bremen will send its decision by email normally not later than three weeks after receiving the complete and signed print of the application form generated out of the online application database

##### Winter term:

Semester start: 01. October 2014

Semester end: 31. March 2015

Lecture start: 13. October 2014

Lecture end: 30. January 2015

##### Summer term:

Semester start: 01. April 2015

Semester end: 30. September 2015

Lecture start: 13. April 2015

Lecture end: 18. July 2015

*Delay (number of weeks) between the end of the assessment period and the issue of the Transcript of Records:*

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

#### *Visa information*

- Information and assistance is provided by contacting: [incoming@uni-bremen.de](mailto:incoming@uni-bremen.de)

*Insurancen information*

- Information and assistance is provided by contacting: [incoming@uni-bremen.de](mailto:incoming@uni-bremen.de)

Facilities and services for students/professors at the partner university

- o Accommodation  
Information available at: [incoming@uni-bremen.de](mailto:incoming@uni-bremen.de) and  
<http://www.uni-bremen.de/en/international/your-stay-in-bremen/housing.html>
- o Language courses: n.a.
- o Canteen: available
- o Library: Access provided during opening hours
- o Computer rooms: n.a.
- o Other: n.a.

*Proposal of FUB degree programmes which can participate in the agreement mobility*

BSc in Economics and Management

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

July 10<sup>th</sup>, 2014

Professor Dr Oswin Maurer

**QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT**  
**TU Dresden, Fakultät Wirtschaftswissenschaften**

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

Note: "W" denotes winter semester, "S" denotes summer semester

**L-18 and L-33:**

Einführung Mikroökonomik (S) 10 CP = Economics 1

Mathematik für Wirtschaftswissenschaftler: lin. Algebra (W) 5 CP = Mathematics for Economists A

Mathematik für Wirtschaftswissenschaftler: Analysis (S) 5 CP = Mathematics for Economists B

Statistik (W + S: two-semester-course) 10 CP = Statistics

Quantitative Verfahren (W) 5 CP = Econometrics

**L-18:**

Industrieökonomik 5 CP = Industrial Economics

Organisationsmanagement 5 CP = Operations Management

Konzernrechnungslegung 5 CP = Advanced Financial Accounting

**L-33:**

Ökonomische Theorie der Politik or Politische Ökonomie 5 CP = Political Economics for PPE

Rechtfertigung der Staatstätigkeit or Öffentliche Finanzen 5 CP = Public Economics

*There are a lot of 5 CP courses which can be recognized as optional courses both for L-18 and L-33; see attached list, or:*

[http://wiwi.file3.wcms.tu-dresden.de/dokumente/studiengaenge/studienreform/Bachelor%20Wiwi/Uebersicht\\_Module-Schwerpunkte.pdf](http://wiwi.file3.wcms.tu-dresden.de/dokumente/studiengaenge/studienreform/Bachelor%20Wiwi/Uebersicht_Module-Schwerpunkte.pdf)

Language requirements for all courses: German

Personal academic tutoring for the students by the partner university: name, contact details and availability

Prof. Wieland, TU Dresden, Inst. f. Wirtschaft u. Verkehr, 01062 Dresden, Germany,  
☎ +4935146336790, Fax: +4935146336714 [Bernhard.Wieland@mailbox.tu-dresden.de](mailto:Bernhard.Wieland@mailbox.tu-dresden.de)

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

[http://wiwi.file3.wcms.tu-dresden.de/dokumente/studiengaenge/ba\\_wiwi/PO%20Bachelor%20Wiwi%2020140527.pdf](http://wiwi.file3.wcms.tu-dresden.de/dokumente/studiengaenge/ba_wiwi/PO%20Bachelor%20Wiwi%2020140527.pdf)

Language requirements in order to be admitted by the partner university (i.e. TOEFL. IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

GERMAN B1

ENGLISH B1 (STA) (What does it mean ? Subject to approval ? ...to agreement ?)

See the following link

[http://tu-dresden.de/internationales/int\\_stud/ohne\\_abschluss/nondegree](http://tu-dresden.de/internationales/int_stud/ohne_abschluss/nondegree)

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- Accommodation
- Language courses
- Canteen
- Library
- Computer rooms
- Other: \_\_\_\_\_

[http://tu-dresden.de/internationales/int\\_stud/ohne\\_abschluss/nondegree](http://tu-dresden.de/internationales/int_stud/ohne_abschluss/nondegree)

Proposal of FUB degree programmes which can participate in the agreement mobility

L-18

L-33

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

\_\_\_\_\_

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## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

To be checked by the professor in charge of the agreement:

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

Macroeconomics (intermediate)  
Microeconomics (intermediate)  
Statistics I  
Statistics II  
Introduction to Computational Economics  
International Macroeconomics  
Industrial Organization  
Development Economics  
International Trade  
Labour Economics  
Political Economics  
Health Economics  
Economics of Social Protection  
Management Science and Decision Making  
Computational Modeling and Simulation in Economics

This is the undergraduate list for the following year.

The list will be update for the 2015-6 academic year with more courses.

[http://www.econ.uoi.gr/images/stories/data/master/erasmus\\_courses\\_english.pdf](http://www.econ.uoi.gr/images/stories/data/master/erasmus_courses_english.pdf)

Personal academic tutoring for the students by the partner university: name, contact details and availability

Athanassios Stavrakoudis, University of Ioannina

web:

<http://stavrakoudis.econ.uoi.gr/>

Department of Economics

e-mail: <mailto:astavrak@uoi.gr>

GR-45110, Ioannina

tel: +30 265 100 5935



GREECE

fax: +30 265 100 5092

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

Each course follows a different approach.  
Grades in our university is on 0-10 scale.  
Minimum passing grade is 5.  
Do not publish distribution of grades.

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

University of Ioannina accepts any certification of level B1 in English.  
However Econ department does not impose any certification requirement.  
The student are responsible to be able to communicate in English.  
They accept students without any language certification,  
however students are responsible for their participation in courses  
that are taught in English.

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

No selection procedure.

The sending institution is responsible to appropriately select our incoming students.

#### Calendar information:

Deadlines (month) to receive nominations of incoming students for Autumn and Spring terms;

This is applied at university level, typically 15/June for Autumn semester and 30/November for Spring semester.

b) Deadlines to receive application documents of nominated students for Autumn and Spring terms;

First week of October for Autumn semester and second week of February for Spring semester.

c) Starting and ending dates of each term;

First week of October for Autumn semester and second week of February for Spring semester.

- 1) Nominations of students must reach the receiving institution by: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 2) Applications documents of nominated students must reach the receiving institution by : - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 3) Please indicate the starting and ending date of each term: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 4) If the (name of the receiving institution) makes an extra selection of our students, it will send its decision to FUB within (X) weeks
- 5) A Transport of Records will be issued by the receiving institution no later than (X) weeks after the assessment period as finished at the receiving HEI institution (nor longer than 5 weeks according to the Erasmus charter for HEI)

#### Other information

- VISA: contact details mail and phone and Website for information.
- Insurance: contact details mail and phone and Website for information (if insurance cover

is not automatically provided)

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- Accommodation
- Language courses
- Canteen
- Library
- Computer rooms
- Other: \_\_\_\_\_

Erasmus students are offered dormitory accommodation in most of the cases.

Where this is not possible, there are plenty of budget solutions around the university campus, even by foot, or 5-10 minutes by bus.

We offer free language courses to all foreign students.

All students are offered free meals to the student's restaurant, every day.

They can also use our canteen, ~2-3 EUR for a sandwich, 1.2 EUR for espresso.

All students are granted free access to our -very good- library.

They can use textbooks, electronic resources, make photocopies, etc.

Our department has an open computer room for all students.

Time schedule is to be announced.

Your students can of course use the computers, scanners, printers, etc.

Most of the space is covered by free wi-fi.

Proposal of FUB degree programmes which can participate in the agreement mobility

Economics and Management, Tourism, PPE.

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**17/07/2014**

**Name and Signature of the Professor**



## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

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Corso	ECTS		ECTS
<b>Primo anno:</b>	<b>60</b>	<b>Secondo anno:</b>	<b>60</b>
<b>Semestre autunnale</b>		<b>Semestre autunnale</b>	
Macroeconomia A	4.5	Microeconomia B	6.0
Economia aziendale I A	6.0	Economia politica A	4.5
Economia e istituzioni	6.0	Economia pubblica A 4.5	4.5
Matematica I (Analisi)	6.0	Economia aziendale II A 4.5	4.5
Contabilità finanziaria A	4.5	Teoria e istituzioni monetarie A 4.5	4.5
Inglese economico I A	3.0	Statistica II	6.0
<b>Totale</b>	<b>30.0</b>	<b>Totale</b>	<b>30.0</b>
		Inglese economico II	
<b>Semestre primaverile</b>		<b>Semestre primaverile</b>	
Microeconomia A	4.5	Economia politica B	4.5
Macroeconomia B	4.5	Economia pubblica B	4.5
Economia aziendale I B	4.5	Economia aziendale II B	4.5
Contabilità finanziaria B	4.5	Teoria e istituzioni monetarie B	4.5
Informatica I	4.5	Matematica II (algebra lineare)	6.0
Statistica I	7.5	Diritto dell'economia	6.0
<b>Totale</b>	<b>30.0</b>	<b>Totale</b>	<b>30.0</b>
Inglese economico I B		Tedesco per economisti I	
<b>Terzo anno:</b>	<b>60</b>		
Otto corsi semestrali (56 ore ciascuno, pari a 6 crediti)	48.0	Lo studente sceglie otto corsi – uno dei quali almeno in una materia quantitativa – tra i seguenti insegnamenti:	
Memoria di Bachelor	6.0		
oppure		<b>1) Materie del profilo economico:</b>	
[stage/ progetto/ corso alternativo 3.0		Economia internazionale	
+ memoria di Bachelor 3.0]		Economia regionale	
Inglese economico (I B + II)	6.0	Economia e politica monetaria	
<b>Totale</b>	<b>60.0</b>	Storia delle idee e dei fatti economici	
		<b>2) Materie del profilo aziendale:</b>	
		Advanced Business Strategy	
		Controlling	
		Marketing	
		Organizzazione e risorse umane	
		Management pubblico e non profit	
		Analisi di bilancio	
		<b>3) Materie del profilo finanziario:</b>	
		Teoria dei mercati finanziari	
		Teoria finanziaria	

		Corporate Finance
		<b>4) Materie quantitative:</b>
		Introduzione all'econometria
		Metodi quantitativi per economia politica/finanziaria
		Metodi quantitativi per la gestione
		<b>5) Altre materie</b>
		Informatica II
		Diritto internazionale e Diritto fiscale
		Un corso in un'altra Facoltà dell'USI
		Tedesco per economisti II

**See:**

<http://www.bachelor.eco.usi.ch/libretto-Bachelor-eco-158457.pdf>

which contains the complete list of USI Faculty of Economics courses. Please notice that all courses at USI are in Italian language.

Personal academic tutoring for the students by the partner university: name, contact details and availability

**Arianna Imberti Dosi – Email: [arianna.imberti.dosi@usi.ch](mailto:arianna.imberti.dosi@usi.ch)**

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)

A link to a web page can be enough.

<http://www.relint.usi.ch/exchange-students-handbook.pdf>, pag. 18.

Marks are assigned on the basis of the University's scale, which is a 1-to-10 grading scale, where 6 is sufficient (the minimum passing grade). Half points (0.5) are used.

Language requirements in order to be admitted by the partner university (i.e. TOEFL. IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

B2 for English

and

B2 for Italian

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

**N.A.**

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- ☒ Accommodation
- ☒ Language courses
- ☒ Canteen
- ☒ Library
- ☒ Computer rooms
- ☐ Other: \_\_\_\_\_

Proposal of FUB degree programmes which can participate in the agreement mobility

Bachelor in Economics and Management – L18  
Bachelor in Economics and Social Sciences – L33  
Master in Economics and Management of the public sector – LM63  
Master in Entrepreneurship and Innovation – LM77

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

**Bolzano, June 11, 2014**

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## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### Economics and social sciences (L-33)

Course at U.Marseille	ECTS	Course FUB	ECTS
Économie publique	4.5	Public economics	6
Anglais	3	English basic course	3
Monnaie, banque et finance	6	Financial markets and institutions	8
Croissance et fluctuations	9	Economics 2 for PPE	8
Droit des affaires	4	Economic law	6
Relation internationales	4	Political science 2	7
Technique quantitatives	4.5	Statistics	8
Finance de marché	4.5	Financial markets and institutions	8
Strategie monétaire et finance international	3	Optional course	3
Economie de la France	4	Optional course	4
Geopolitique de l'Asie du Sud-est	4	Optional course	4
économie des medias	3	Optional course	3
Macroéconomie 1	6	Economics 2	8
Mathematique appliqué	4.5	Mathematics for Economists M2	6
Économétrie	6	Econometrics	7
Histoire de la pensée économique	3	History of economic thought	6
Démographie	3	Optional course	3
Economie Publique	3	Public economics	6
Analyse économique des decisions publiques	3		

### Economics and Management (L-18 BZ)

Economie Publique	3	Optional course	3
Analyse économique des decisions publiques	3	Optional course	3
Anglais	3	English basic course	3
Monnaie, banque et finance	6	Banking and corporate finance	8
Croissance et fluctuations	9	Economics 2	8
Droit des affaires	4	Optional course	6
Technique quantitatives	4.5	Statistics	8
Finance de marché	4.5	Optional course	6
Strategie monétaire et finance international	3	Optional course	3
Economie de la France	4	Optional course	4
Geopolitique de l'Asie du Sud-est	4	Optional course	4
économie des medias	3	Optional course	3
Mathematique appliqué	4.5	Mathematics for Economists M2	6
Marketing	6	Marketing	7
Stratégie	6	Strategic Management	7
Banque	3	International Finance	7



	Finance internationale	3		
	Analyse économique	6	Industrial Economics	6
	Macroéconomie 1	6	Economics 2	8
	Comptabilité analytique et contrôle de gestion	4.5	Management accounting and control	7
	Économétrie	6	Econometrics	7

### Master in Entrepreneurship and Innovation (LM-77)

The Master "Management international de l'innovation" of the IAE will certainly provide a sufficient number of course equivalences, but the list of courses of the programme is not yet available.


Personal academic tutoring for the students by the partner university: name, contact details and availability

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

*Grade will be transferred according the European System (From A to Fx)*

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

French and English, B1

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

Calendar information:

- 1) Nominations of students must reach the receiving institution by:

Autumn	Spring
Mid-May	Mid-October

- 2) Applications documents of nominated students must reach the receiving institution by :

Autumn	Spring
End of May	End of October

- 3) Please indicate the starting and ending date of each term: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

Autumn	Spring
Mid-September to December	January to end of May or June

- 4) If the (name of the receiving institution) makes an extra selection of our students, it will send its decision to FUB within (X) weeks
- 5) A Transport of Records will be issued by the receiving institution no later than (4) weeks after the assessment period as finished at the receiving HEI institution (nor longer than 5 weeks according to the Erasmus charter for HEI)

Other information

- VISA: contact details mail and phone and Website for information.

Mrs Catrine CORBI  
Phone: +33 442 17 24 31  
Email: catrine.corbi@univ-amu.fr

<http://www.diplomatie.gouv.fr/fr/venir-en-france-22365/etudier-en-france-12794/demarches-administratives/article/visas-etudiants>

- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)

Mrs Catrine CORBI  
Phone: +33 442 17 24 31  
Email: catrine.corbi@univ-amu.fr

<http://dri.univ-amu.fr/fr/programme-dechanges#assurance>

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- o Accommodation
- o Language courses

- Canteen
- Library
- Computer rooms
- Other: \_\_\_\_\_

*Mrs Catrine CORBI*

Phone: +33 442 17 24 31

Email: [catrine.corbi@univ-amu.fr](mailto:catrine.corbi@univ-amu.fr)

<http://www.interlog.crous-aix-marseille.fr>

(the password is given by Mrs Corbi)

Proposal of FUB degree programmes which can participate in the agreement mobility

L-18 Bachelor in Economics and management

L-33 Bachelor in Economics and social sciences

LM-77 Master in Entrepreneurship and Innovation

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

\_\_\_\_\_

Lucie Courteau

\_\_\_\_\_

## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

B6-1: Macroeconomics I B6-2: Macroeconomics II	8 (4+4)	30102 Economics 1 27001 Economics 1	8	L-18 BK L-18 BZ
B14-1: Competition theory B14-2: Competition policy	8 (4+4)	30116 Business Economics / 27022 Industrial Economics	6	L-18 BK L-18 BZ
B3-3: Marketing	4	30112 Principles of Marketing 27013 Marketing	7	L-18 BK L-18 BZ
B20-1: Fundamentals of Finance B20-2: Corporate Finance	8 (4+4)	30117 Financial Analysis 27014 Financial Analysis	7	L-18 BK L-18 BZ
B4-1: Financial Accounting B4-2: Investment	8 (4+4)	30105 Introduction to Accounting 27004 Introduction to Accounting		L-18 BK L-18 BZ
B21-2: Financial Management in Family Business	4	Financial and operations decision making (modular): M-1 Introduction to Corporate Finance	6	L-18 BK
B28-1: Principles of controlling	4	M-2 Management Accounting	6	L-18 BK
B28-1: Principles of controlling	4	27025 Management Accounting and Control	7	L-18 BZ
B28-3: Seminar Controlling	4			
B22-1: Corporate Tax Law I B22-2: Corporate Tax Law II	6	xxxxx Optional Course 27020 Taxation Law	6 6	L-18 BK L-18 BZ

Further options:

<http://www.uni-wh.de/wirtschaft/lehre/lehrveranstaltungen-ws-201213/bachelor/>

Personal academic tutoring for the students by the partner university:

Dr. Sigrun Caspary

Head International Relations, Faculty of Management and Economics

Private Universität Witten/Herdecke gGmbH

Alfred-Herrhausen-Straße 50

D - 58448 Witten

Phone: +49-2302-926520    [sigrun.caspary@uni-wh.de](mailto:sigrun.caspary@uni-wh.de)    [www.uni-wh.de](http://www.uni-wh.de)

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)

Assessment method and grading scale is available online for each study program in the examination regulations e.g. for the BA Program [http://www.uni-wh.de/fileadmin/media/w/w\\_studium/w\\_lehrveranstaltungen/bachelor/SPO\\_Business\\_Economics\\_BA\\_ab\\_SoSe2013.pdf](http://www.uni-wh.de/fileadmin/media/w/w_studium/w_lehrveranstaltungen/bachelor/SPO_Business_Economics_BA_ab_SoSe2013.pdf)

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

WH University offers lessons in German and English and leaves the assessment of language ability to the partner university.

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

WH University does not have minimum requirements. Pre-requisites are in line with Erasmus standards and the assessment is left to the partner university.

#### Calendar information:

Deadlines to receive application documents of nominated students for Autumn and Spring terms;

Autumn intake: application documents by Sept 1

Spring intake: application documents by March 1

Autumn term starts October 1<sup>st</sup> and ends March 31<sup>st</sup>

Spring term starts April 1<sup>st</sup> and ends September 30<sup>th</sup>

A list of class timetables is available on: <https://www.uni-wh.de/en/study/registrars-office/lecture-periods/>

Delay (number of weeks) between the end of the assessment period and the issue of the Transcript of Records: usually 4 weeks after classes end, i.e. by the end of the term. Depending on the character of the seminar, some teachers allow later deadlines for papers causing a delay to transcripts issuing.

#### Visa information:

- <https://www.uni-wh.de/en/international/international-students/useful-general-information/visa/>
- [http://www.auswaertiges-amt.de/EN/EinreiseUndAufenthalt/Visabestimmungen\\_node.html](http://www.auswaertiges-amt.de/EN/EinreiseUndAufenthalt/Visabestimmungen_node.html) ISA: contact details mail and phone and Website for information.

#### Insurancen information:

- <https://www.uni-wh.de/en/international/international-students/useful-general-information/health-insurance/>
- Dr. Sigrun Caspary, +49-2302-926520

#### Facilities and services for students/professors at the partner university

- o Accommodation  
Information are available at our Hochschulwerk (student union) or via the international coordinator of the faculty. Further information available on <https://www.uni-wh.de/en/international/international-students/>
- o Language courses: not applicable
- o Canteen: available
- o Library: Acces provided during opening hours

- Computer rooms: not applicable
- Other:

Proposal of FUB degree programmes which can participate in the agreement mobility

Tourism-, Sport- and Eventmanagement / Economics and Management

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

June 25<sup>th</sup>, 2014



Professor Dr Oswin Maurer

## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

FUB				University of Szczecin			
<i>Course</i>	<i>CP</i>	<i>Degree course</i>	<i>Year</i>	<i>Course</i>	<i>CP</i>	<i>Language</i>	<i>Semester</i>
Introduction to accounting	8	L-18	1	Fundamentals of accounting	4	English	2
				Accounting in Enterprise	3	English	1
Banking and corporate finance	7	L-18	3	Corporate finance	3	English	2
				Banking	4	English	2
Konsumentenverhalten	7	L-18	3	Market Behaviour of Consumers	5	English	2
Marketing	7	L-18 L-33	2	Marketing	3	English	2
				Marketing Management	5	English	2
Marketing	7	L-18 L-33	2	Marketing	5	German	2
Economics I	8	L-18; L-33	1	Microeconomics	4	English	2
				Macroeconomics	4	English	1
Economics II	8	L-18; L-33	2	Microeconomics II	5	English	2
				Macroeconomics II	5	English	1
Econometrics	7	L-18; L-33	3	Econometrics	3	English	1
				Forecasts and simulations	3	English	2
Econometrics	7	L-18; L-33	3	Ökonometrie	5	German	2
Statistica	6	L-18; L-33	2	Statistik	5	German	1
Statistica	6	L-18; L-33	2	Descriptive statistics	4	English	1
				Statistical inference	3	English	2
Economic policy	6	L-18; L-33	3	Economic policy	6	English	1
Management von Finanzrisiken	7	L-18; L-33	3	Risk evaluation of economic activity	3	English	2
Internes Rechnungswesen	7	L-18	1	Management accounting	5	English	1
Einführung in die Organisation und die Betriebswirtschaftslehre	8	L-18	1	Einführung in die BWL	5	German	1

Gestione e organizzazione aziendale	8	L-33	2	Organization and management	3	English	1
Finanzmärkte und Institutionen für ÖS	8	L-33	3	Fundamentals of finance	4	English	1
Information Systems and Data Management	3	L-33	2	Information technologies	3	English	1
Information Systems and Data Management	3	L-33	2	Statistical software applications	3	English	2
Public economics	6	L-33	3	Public finance	3	English	1
				Advanced public finance	5	English	2

The full list of courses that the institution offers in English and in German can be found at the following page:

<http://www.dsm.usz.edu.pl/study-program/faculty-of-economics-and-management>

Personal academic tutoring for the students by the partner university: name, contact details and availability

Dr Barbara Czerniachowicz, e-mail: [b.czerniachowicz@wneiz.pl](mailto:b.czerniachowicz@wneiz.pl), availability: at office hours  
Dr Malgorzata Guzowska, e-mail: [mguzowska@wneiz.pl](mailto:mguzowska@wneiz.pl): at office hours

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

Grading Scale at University of Szczecin, Faculty of Economics and Management. The following scale is used for all types of evaluations/examinations:

5	VERY GOOD	outstanding performance with only minor errors
4+	BETTER THAN GOOD	above the average standard but with some errors
4	GOOD	generally sound work with a number of notable errors
3+	SATISFACTORY	performance meets the minimum criteria
3	SUFFICIENT	performance meets the minimum criteria
2	FAIL	performance does not meet the minimum criteria

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Language of instruction 3	Recommended language of instruction level	
					Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL SZCZECI01		English	Polish	German	English B1 (for courses in English)	English B2 or Polish B2



					Polish B1 (for courses in Polish) German B1 (for courses in German)	
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Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

No additional requirements

Calendar information:

- 1) Nominations of students must reach the receiving institution by: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
I BOLZANO 01	10 June	10 November
PL SZCZECIO1	30 April	30 November

- 2) Applications documents of nominated students must reach the receiving institution by : - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
I BOLZANO 01	30 June	30 November
PL SZCZECIO1	31 May	31 December

- 3) Please indicate the starting and ending date of each term: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

Receiving institution [Erasmus code]	Autumn term* [from to]	Spring term* [from to]
I BOLZANO 01	~30.09. – 22.02.	~24.02. – 19.07.
PL SZCZECIO1	~27.09. – 10.02.	~27.02. – 10.07.

- 4) If the (name of the receiving institution) makes an extra selection of our students, it will send its decision to FUB within 8 weeks
- 5) A Transport of Records will be issued by the receiving institution no later than 5 weeks after the assessment period as finished at the receiving HEI institution (nor longer than 5 weeks according to the Erasmus charter for HEI)

Other information

- VISA: contact details mail and phone and Website for information.

[dwz@univ.szczecin.pl](mailto:dwz@univ.szczecin.pl)

Ministry of Foreign Affairs: [http://www.msz.gov.pl/en/travel\\_to\\_poland/visa/visa](http://www.msz.gov.pl/en/travel_to_poland/visa/visa)

- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)

[dwz@univ.szczecin.pl](mailto:dwz@univ.szczecin.pl); phone: +48 91 444 1058

Student insurance: <http://dsm.usz.edu.pl/practical-information/health-insurance>

<p>Clear documentation on facilities and services for students/professors at the partner university (please complete):</p> <ul style="list-style-type: none"> <li>○ Accommodation: <a href="http://dsm.usz.edu.pl/practical-information/accommodation">http://dsm.usz.edu.pl/practical-information/accommodation</a></li> <li>○ Language courses: <a href="http://dsm.usz.edu.pl/study-information/language-course">http://dsm.usz.edu.pl/study-information/language-course</a></li> <li>○ Canteen: one coffee shop and one canteen in the Faculty building</li> <li>○ Library: <a href="http://bg.szczecin.pl/eng/main/1/menu/">http://bg.szczecin.pl/eng/main/1/menu/</a></li> <li>○ Computer rooms: in the Faculty building</li> </ul>
<p>Proposal of FUB degree programmes which can participate in the agreement mobility</p> <ul style="list-style-type: none"> <li>• Bachelor in Economics and Social Sciences</li> <li>• Bachelor in Economics and Management</li> </ul>

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

**June 23<sup>rd</sup>, 2014**

\_\_\_\_\_

\_\_\_\_\_

## **QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT**

### **Universität Augsburg**

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

Note: "W" denotes winter semester, "S" denotes summer semester

#### **L-18:**

Bilanzierung (Bilanzierung II) (S) 5 CP = Introduction to Accounting  
Mikroökonomik I (W) and Mikroökonomik II (S) 5 + 5 CP = Economics I  
Makroökonomik I (S) and Makroökonomik II (W) 5 + 5 CP = Economics II  
Mathematik I (W) 5 CP = Mathematics for Economists A  
Mathematik II (S) 5 CP = Mathematics for Economists B  
Statistik I (S) and Statistik II (W) 5 + 5 CP = Statistics  
Marketing (S) 5 CP = Marketing  
Strategisches Management (S) 4 CP = Strategic Management  
Corporate Finance (S) 4 CP = Banking and Corporate Finance  
Wirtschaftspolitik (W) 5 CP = Economic Policy  
Wirtschaftsinformatik (W) 5 CP = Information Systems and Data Management  
Produktion und Logistik (W) 5 CP = Operations Management  
Kostenrechnung (W) 5 CP = Management Accounting and Control

***There are a lot of other courses which can be recognized as optional courses; see:***

[http://www.uni-augsburg.de/de/einrichtungen/pruefungsamt/Modulhandbuecher/wiwi/Informationsorientierte\\_Betriebswirtschaftslehre/Bachelor\\_iBWL/MHB\\_BA-iBWL-SS14\\_gesamt-\\_Stand-19\\_03\\_14.pdf](http://www.uni-augsburg.de/de/einrichtungen/pruefungsamt/Modulhandbuecher/wiwi/Informationsorientierte_Betriebswirtschaftslehre/Bachelor_iBWL/MHB_BA-iBWL-SS14_gesamt-_Stand-19_03_14.pdf)

Language requirements for all courses: German

Personal academic tutoring for the students by the partner university: name, contact details and availability

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

[http://www.zv.uni-augsburg.de/sammlung/download/1\\_Rechtssammlung\\_neu/1\\_Satzungsaenderungen\\_mA/Wiwi/Studienangebote/Bachelor/Informationsorientierte\\_Betriebswirtschaftslehre/M-110-1-1-000\\_ehem\\_402.pdf](http://www.zv.uni-augsburg.de/sammlung/download/1_Rechtssammlung_neu/1_Satzungsaenderungen_mA/Wiwi/Studienangebote/Bachelor/Informationsorientierte_Betriebswirtschaftslehre/M-110-1-1-000_ehem_402.pdf)

Document explaining grading:

[http://www.zv.uni-augsburg.de/sammlung/download/1\\_Rechtssammlung\\_neu/Konsolidierungen/Fakultaetsuebergreifende\\_Vorschriften/Rahmenordnung\\_fuer\\_Pruefungen/L-13-1-014.pdf](http://www.zv.uni-augsburg.de/sammlung/download/1_Rechtssammlung_neu/Konsolidierungen/Fakultaetsuebergreifende_Vorschriften/Rahmenordnung_fuer_Pruefungen/L-13-1-014.pdf)

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

GER B1, EN B2 (see information in agreement)

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- ☐ Accommodation - available
- ☐ Language courses - available
- ☐ Canteen - available
- ☐ Library - available
- ☐ Computer rooms - available
- ☐ Other: \_\_\_\_\_

Proposal of FUB degree programmes which can participate in the agreement mobility

L-18

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

\_\_\_\_\_

**Name and Signature of the Professor**

\_\_\_\_\_

\_\_\_\_\_

## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### **Economics and social sciences (L-33)**

Course at Universität Passau		ECTS	Course FUB	ECTS
36750	Internationale Ökonomik (V+Ü)	5	Internationale Volkswirtschaftslehre	8
42210	Einführung in die politische Theorie	5	Political Science 1	8
34075	Wirtschaftsethik: Nachhaltige Gestaltung von Wertschöpfungsketten	7	Wirtschafts- und Unternehmensethik	6
35600a	Statistik für Wirtschaftswissenschaftler (V+Ü)	8	Statistica per SeS	8
36302	Makroökonomik (V+Ü)	5	Economics 2	8

### **Economics and Management (L-18 BZ)**

39030	Allgemeine Betriebswirtschaftslehre (V+Ü)	5	Einführung in die Organisation und die Betriebswirtschaftslehre	8
36302	Makroökonomik (V+Ü)	5	Economics 2	8
33600	Marketing (V+Ü)	5	Marketing	7
35600a	Statistik für Wirtschaftswissenschaftler (V+Ü)	8	Statistica	6
36750	Internationale Ökonomik (V+Ü)	5	International Economics (Option)	5
32300	Mikroökonomik (V+Ü)	5	Economics 1	8







**Personal academic tutoring for the students by the partner university: name, contact details and availability:**

Course advisors for undergraduate programmes:

Dr. Achim Dilling, Business Administration focus; [achim.dilling@uni-passau.de](mailto:achim.dilling@uni-passau.de)

Dr. Oliver Farhauer, Economics focus; [oliver.farhauer@uni-passau.de](mailto:oliver.farhauer@uni-passau.de)

Dr. Johann Achatz, Business Computing focus; [johann.achatz@uni-passau.de](mailto:johann.achatz@uni-passau.de)

For details, contact information and course advisors for postgraduate programmes:

<http://www.wiwi.uni-passau.de/studium/studienberatung/>

**Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)**

**A link to a web page can be enough:**

Grading scale:

German Grade	Grade
"1" "sehr gut" „very good" (seldom achieved)	A+, A, A-
"2" "gut" „good" (well above average)	B+, B, B-
"3" "befriedigend" „satisfactory" (fulfilling all normal requirements)	C+, C, C-
"4" "ausreichend" „fair" (meeting requirements despite weaknesses)	D+, D, D-
"5" „mangelhaft" „insufficient" (fail)	F

For ECTS grading scale see:

For <http://www.uni-passau.de/en/international/coming-to-passau/information-for-new-students/ects/>

Statistical distribution:

<http://www.uni-passau.de/studium/studienorganisation/pruefungen/notenstatistiken/#c14393>

**Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended:**

Students need to have a certificate to prove (at least basic) German knowledge. In addition to this, postgraduate students need to have a certificate to prove their English knowledge.

There are no further requirements, any kind of language certificate, university grades, school reports or else are accepted.

**Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).**

Not applicable

**Calendar information:**

- 1)** Nominations of students must reach the receiving institution by: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

Autumn term: 15.06.

Spring term: 15.12.

- 2)** Applications documents of nominated students must reach the receiving institution by : - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

Autumn term: 15.06.

Spring term: 15.12.

- 3)** Please indicate the starting and ending date of each term: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

Autumn term: October 1<sup>st</sup> – march 31<sup>st</sup>.

Spring term: April 1<sup>st</sup> – September 30<sup>th</sup>.

<http://www.uni-passau.de/studium/studienorganisation/semesterterminplan/vorlesungszeiten/>

- 4)** If the (name of the receiving institution) makes an extra selection of our students, it will send its decision to FUB within (X) weeks

Not applicable

- 5)** A Transcript of Records will be issued by the receiving institution no later than (X) weeks after the assessment period as finished at the receiving HEI institution (nor longer than 5 weeks according to the Erasmus charter for HEI )

Not applicable

**Other information**

- VISA: contact details mail and phone and Website for information.

[http://www.auswaertiges-amt.de/EN/EinreiseUndAufenthalt/StaatenlisteVisumpflicht\\_node.html](http://www.auswaertiges-amt.de/EN/EinreiseUndAufenthalt/StaatenlisteVisumpflicht_node.html)

<http://www.uni-passau.de/en/international/coming-to-passau/getting-settled/visas-and-residence-permits/>

- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)

<http://www.uni-passau.de/en/international/coming-to-passau/getting-settled/health-insurance/>

**Clear documentation on facilities and services for students/professors at the partner university (please complete):**

- X Accommodation
- X Language courses
- X Canteen
- X Library
- X Computer rooms
- X Other: Sports Centre etc.

**Proposal of FUB degree programmes which can participate in the agreement mobility**

L-18 BZ, L-33

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

15/09/2014

**Name and Signature of the Professor**



HOFMEISTER HANNES

## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree).

Courses are in English, and they require competence in English language.

Courses can be found at: <http://www.soas.ac.uk/erasmus/courses/>

In particular, as far as economics is concerned, they are:

<a href="#">Advanced Economic Analysis</a>	153 400 108	
<a href="#">Banking and Finance in Economic Development</a>	153 400 100	
<a href="#">Comparative Growth in Asia and Africa</a>	153 400 102	
<a href="#">Econometrics</a>	153 400 103	only available to full year and term 1 only students
<a href="#">Economic Development of Africa</a>	153 400 101	
<a href="#">Economic Development of Japan since 1868</a>	153 400 013	
<a href="#">Economic Development of Modern China</a>	153 400 025	
<a href="#">Economic Development of the Modern Middle East</a>	153 400 031	
<a href="#">Economic Development of South Asia</a>	153 400 011	
<a href="#">Economic Development of South East Asia</a>	153 400 012	
<a href="#">Economics of Developing Countries (I)</a>	153 400 032	
<a href="#">Economics of Developing Countries (II)</a>	153 400 109	
<a href="#">Foreign Trade and Development</a>	153 400 106	
<a href="#">Intermediate Economic Analysis</a>	153 400 107	
<a href="#">Introduction to Economic Analysis</a>	153 400 003	
<a href="#">Introduction to Quantitative Methods for Economists</a>	153 400 120	only available to full year students
<a href="#">Quantitative Methods for Economists</a>	153 400 121	only available to full year students

Personal academic tutoring for the students by the partner university: name, contact details and availability

Dr. Alberto Iozzi

Department of Financial and Management Studies  
SOAS, University of London  
Thornhaugh Street, Russell Square  
London WC1H 0XG

phone: +44 (0)20 7898 4210

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

[www.soas.ac.uk/erasmus/current/](http://www.soas.ac.uk/erasmus/current/)

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

B2 in English recommended

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

No selection procedure.

Calendar information:

Please see the inter-institutional agreement

Other information

- VISA: contact details mail and phone and Website for information.
- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- o Accommodation
- o Language courses
- o Canteen
- o Library
- o Computer rooms
- o Other: \_\_\_\_\_

Proposal of UNIBZ degree programmes which can participate in the agreement mobility

Economics and Management, Tourism, PPE.

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**17/07/2014**

**Name and Signature of the Professor**

**Federico Boffa**



## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

SPEYER	Credits	Language	I BOLZANO 01	Language	Credits
Einführung in die Wirtschaftspolitik + Grundlagen Ökonomisches denkens	2+3	German	Wirtschaftspolitik	German or English or Italian	6
Public Corporate Governance	6	German	Strategic Management in the Public Sector	English or German or Italian	6
Wirtschaftswissenschaften	10	German	Public Economics	German or English or Italian	7
Öffentliches Recht	10	German	Principi e laboratorio del diritto pubblico e delle fonti del diritto + Law of the European Union and its member States	Italian, English	12
Information, Kommunikation, Handlungskompetenz	8	German	Institutional Communication – Project Management	German or English or Italian	8
Öffentlicher Haushalt	8	German	Contabilità pubblica	Italian	6

Personal academic tutoring for the students by the partner university: name, contact details and availability

Universitätsprofessorin Dr. Dorothea Jansen  
 Deutsche Universität für Verwaltungswissenschaften Speyer  
 Lehrstuhl für Soziologie der Organisation  
 Freiherr-vom-Stein-Str. 2  
 D-67346 Speyer  
 E-Mail: jansen (at) uni-speyer.de  
 Tel.: 06232-654-364

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
 A link to a web page can be enough.

<http://www.dhv-speyer.de/Studium/Master/MOEW/index.htm> (Master Programme Public Economy)

Language requirements in order to be admitted by the partner university (i.e. TOEFL. IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

C 1 or upon agreement

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- Accommodation
- Language courses
- Canteen
- Library
- Computer rooms
- Other: \_\_\_\_\_

The above mentioned facilities and services are available for exchange students. For further information and costs for accommodation please visit our website:  
<http://www.dhv-speyer.de/Studium/Vormsemester/Unterbringung.htm>

Proposal of FUB degree programmes which can participate in the agreement mobility

Students of the Master Degree in Economics and Management of the Public Sector, School of Economics and Management, Free University of Bozen/Bolzano

Proposal of Speyer degree programmes which can participate in the agreement mobility:  
Master Öffentliche Wirtschaft (Public Economy)

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**18.12.2013**

**Name and Signature of the Professor  
(Speyer)**

*Dorothea Jansen*

**29.11.13**

**Name and Signature of the Professor  
(Bozen)**

*Stefan Bessell*

## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement with Technische Universität (TU) Darmstadt**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### Economics and social sciences (L-33)

Course at TU Darmstadt		ECTS	Course FUB	ECTS
	Internationale Wirtschaftsbeziehungen	3	Internationale Volkswirtschaftslehre	8
	Grundzüge der Wirtschaftsinformatik	3	Information Systems and Data Management	3
	Wirtschafts- und Finanzpolitik	6	Public Economics	6
	Empirische Wirtschaftsforschung	5	Econometrics for PPE	7
	Statistik I und Statistik II	4+4	Statistica per SeS	8
	Volkswirtschaftslehre I	6	Economics 1	8
	Makroökonomie I	5	Economics 2 (Macro)	8

### Economics and Management (L-18 BZ)

	Grundlagen der Betriebswirtschaftslehre	6	Einführung in die Organisation und die Betriebswirtschaftslehre	8
	Unternehmensführung und Marketing	6	Marketing	7
	Personalmanagement	3	Personal und Organisation	6
	Statistik I und Statistik II	4+4	Statistica (Statistik für Wirtschaftswissenschaftler)	6
	Bilanzierung und Finanzierung	6	Finanzanalyse	7
	Volkswirtschaftslehre I	6	Economics I (Micro)	8

Personal academic tutoring for the students by the partner university: name, contact details and availability

Tanja Torres-Alberich  
[torres@pvw.tu-darmstadt.de](mailto:torres@pvw.tu-darmstadt.de)  
Tel: +49 6151 16 240 61

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

Description of the grades in the "standard" grading system at D DARMSTA01	
<b>1= excellent</b>	= an excellent achievement
<b>2= good</b>	= an achievement considerably above average requirements
<b>3= satisfactory</b>	= an achievement fulfilling the average requirements
<b>4= passed</b>	= an achievement that still satisfies the requirements despite deficiencies
<b>5 = failed</b>	= an achievement that fails to fulfill the requirements because of considerable deficiencies

There are no general statistics with regard to the grades. Additional information can be delivered by the department in question.

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

TU Darmstadt does not require official language certificates. The sending institution should, however, ensure the students sent to TU Darmstadt should have the following levels of language skills:

When studying in German: German A2 with participation on intensive language courses in September/March or B1; when studying in English: English B1.

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

No further requirements.

Exchange students must submit an online application for admission first and then send a signed paper copy of the application.

Application deadlines:

- 31 May for the autumn term (Wintersemester) starting in October (Nomination by 15 May)
- 30 December for the spring term (Sommersemester) starting in April (Nomination by 15 December)

TU Darmstadt will send its decision within 5 weeks after the end of the application period.

Further information can be found at: [http://tiny.cc/tuda\\_in\\_onlinebewerbung](http://tiny.cc/tuda_in_onlinebewerbung)

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- Accommodation  
The TU Darmstadt Housing and Guesthouses service assists international exchange students and other international guests of the University in finding adequate accommodation. The service is free of charge. Further information at:  
  
[http://www.tu-darmstadt.de/aaa/support/beginning/habitation/accomodation\\_1.de.jsp](http://www.tu-darmstadt.de/aaa/support/beginning/habitation/accomodation_1.de.jsp) and  
[http://www.intern.tu-darmstadt.de/wohngaestehaeuser/wohnraumservice\\_start/index.en.jsp](http://www.intern.tu-darmstadt.de/wohngaestehaeuser/wohnraumservice_start/index.en.jsp)
- Language courses  
Before the start of every semester and during the semester, language courses at different levels are offered at TU Darmstadt to improve your German during your stay.
- Canteen  
Two canteens: Mensa Stadtmitte / Mensa Lichtwiese
- Library  
The university library offers print and electronic literature to the students. <http://www.ulb.tu-darmstadt.de/service/start/index.en.jsp>
- Computer rooms  
Various computer rooms are available. Free WiFi for students on the campus. <http://www.hrz.tu-darmstadt.de/home/index.de.jsp>
- Other:  
The website <http://www.tu-darmstadt.de/aaa/index.en.jsp> provides information for the exchange students.

Proposal of FUB degree programs which can participate in the agreement mobility  
L-33, L-18 BZ

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**20.9.2015**

**Name and Signature of the Professor**

**Marjaana Gunkel**



## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### Economics and social sciences (L-33)

Course at Universität Kassel	ECTS	Course FUB	ECTS
theorie und Politik des internationalen Handels	6	Internationale Volkswirtschaftslehre	8
Politische Theorie	6	Political Science 1	8
Europarecht/European Law	3	European Law	6
Einführung in das öffentliche Recht	3	Public Law	6
Statistik 1/2	12	Statistica per SeS	8
VWL 2: Makroökonomik	6	Economics 2 (Macro)	8
Einführung in die Wirtschaftsethik	6	Wirtschafts- und Unternehmensethik	6

### Economics and Management (L-18 BZ)

Organisation	6	Einführung in die Organisation und die Betriebswirtschaftslehre	8
VWL 2: Makroökonomik	6	Economics 2 (Macro)	8
BWL IIIb: Marketing (3 ECTS) ; Marketingimplementierung (6 ECTS) ; Dialogmarketing (6 ECTS)	3 (6)	Marketing	7

			(Statistik für Wirtschaftswissenschaftler)	
	International/European Economics	6	International Economics (Option)	5
	VWL I: Mikroökonomik	6	Economics 1 (Micro)	8

### Master in Entrepreneurship and Innovation (LM-77)

	Innovationsmanagement	3	Innovation Management	7
	Grundlagen des Wirtschaftsrecht (unterschiedliche Teilmodule)	6	Advanced Business Law	8
	Supply Chain Management	6	Versorgungskettenmanagement	6
	Entrepreneurship and Diversity	6	Entrepreneurship B (Unternehmensgründung)	7
	Fundamentals in International Management	6	International Management	8
	Economics of Entrepreneurship	6	Business Economics	6
	Wissensmanagement (FB15)	3	Knowledge management	6

Personal academic tutoring for the students by the partner university: name, contact details and availability

**Prof. Dr. Ivo Bischoff**  
**FB07: Wirtschaftswissenschaften;**  
**Nora-Platiel-Straße 4, 34127 Kassel, Germany;**  
**Phone: +49 561 804 3033;**  
**Fax: +49 561 804 3088;**  
**email: [bischoff@wirtschaft.uni-kassel.de](mailto:bischoff@wirtschaft.uni-kassel.de)**

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

**The results of the exams passed by Erasmus students is represented by a mark based on the national system:** <http://www.uni-kassel.de/uni/internationales/english-version/studies/study-programmes/degrees/ects-guide.html>



Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

**There is no certificate required but the sending institution should ensure, that the elected students do command either a B2 level of english or a B2 level of german. Basic knowledge of the german language is recommended.**

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

- **No further requirements**

Calendar information:

- 1) Nominations of students must reach the receiving institution by: **July 15th** autumn term (in months) (to be adapted in the case of a trimester system); **January 15th** spring term (in months) (to be adapted in the case of a trimester system);
- 2) Applications documents of nominated students must reach the receiving institution by : - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 3) Please indicate the starting and ending date of each term: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

**Term Dates:**

**Autumn Term: October 1st – March 31st**

**Spring Term: April 1st – September 30th**

- 4) If the (name of the receiving institution) makes an extra selection of our students, it will send its decision to FUB within **(5)** weeks
- 5) A Transport of Records will be issued by the receiving institution no later than **(5)** weeks after the assessment period as finished at the receiving HEI institution (nor longer than 5 weeks according to the Erasmus charter for HEI)

Other information

- VISA: contact details mail and phone and Website for information.  
**Mr. Ibrahim Faek**  
**visa-info@uni-kassel.de**  
**+49(0)561 804 2103**  
**www.uni-kassel.de/en -> Study -> Exchange Programmes**
- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided) #  
**Ms. Sabine Ernst**  
**sabineernst@uni-kassel.de**  
**+49(0)561 804 2205**  
**www.uni-kassel.de/en -> Study -> Exchange Programmes**

(please complete):

○ Accommodation

**Studentenwerk**

Das Studentenwerk Kassel betreibt eine kostenlose Vermittlung von privaten Wohnungen und Zimmern. Des Weiteren verwaltet es die Studentenwohnheime.

Unter: [www.studentenwerk-kassel.de/Service-Information.86.0.html](http://www.studentenwerk-kassel.de/Service-Information.86.0.html) kann eine pdf-Datei mit der aktuellen Übersicht über Preise und Ausstattung aller Wohnheime eingesehen werden.

Das Studentenwerk Kassel bietet in seinen Studentenwohnheimen am Holländischen Platz sechs rollstuhlgerecht eingerichtete Einzelappartements an. Behinderte und chronisch kranke Bewerber werden auch bei der Vergabe der anderen Wohnungen im Studentenwohnheim bevorzugt.

**Studentenwerk Kassel**

Abt. „Studentisches Wohnen“

Frau Körtel

Wolfhager Straße 10

34117 Kassel

Telefon: 0561/ 8042573

E-mail: [m.koertel@studentenwerk.uni-kassel.de](mailto:m.koertel@studentenwerk.uni-kassel.de)

**Wohnprojekt des fab**

Der Verein zur Förderung der Autonomie Behinderter - fab e.V. bietet eine barrierefreie Probe- und Übergangswohnung für Menschen mit Behinderung im - bei Studierenden besonders beliebten - Stadtteil "Vorderer Westen" an. Dort können behinderte und/oder chronisch kranke Menschen vorübergehend wohnen, z.B. um selbstbestimmtes Wohnen in der eigenen Wohnung auszuprobieren.

fab e.V.

Kölnische Straße 99

34119 Kassel

Telefon: 0561/ 728850

Bereich: Unterstütztes Wohnen

Projekt: Probe- und Übergangswohnen für Menschen mit Behinderung

Telefon: 0561/ 7288516

E-mail: [wohnen@fab-kassel.de](mailto:wohnen@fab-kassel.de)

**Freier Wohnungsmarkt**

Selbstverständlich finden sich auch in den Anzeigenteilen von Zeitungen, z.B. der „Hessischen Allgemeine“ (HNA), oder in Anzeigenblättern und Stadteilmagazinen passende Angebote auf dem freien Markt. Auch die Schwarzen Bretter, seien es die Pinnwände und Litfaßsäulen auf dem Campus, die Aushänge in den Gebäuden oder das virtuelle schwarze Brett der Universität Kassel unter: [www.uni-kassel.de/sw\\_brett](http://www.uni-kassel.de/sw_brett) ist eine gute Möglichkeit, Wohnungen oder Zimmer verschiedenster Art zu finden.

Außerdem bieten folgende, kommerzielle Internetseiten auch ein Angebot:

- <http://www.wg-gesucht.de>
- <http://www.studenten-wg.de>
- <http://www.wohngemeinschaft.de>
- <http://www.easvwa.de>

Die Zentrale der Stadt kann darüber hinaus eine Anlaufstelle sein.

○ Language courses

<http://www.uni-kassel.de/einrichtungen/index.php?id=37858>

○ Canteen

Für viele Studierende, die während der Vorlesungszeit meist nur kurze Mittagspausen und wenig Geld haben, ist das Essen in der Mensa obligatorisch. Die Mensa weist Inhaltsstoffe des Essens auf ihrem Wochenplan aus. Leider gibt es zurzeit noch keine Sonderinformationen für Diabetiker. Allerdings beantwortet das Personal sämtliche Informationen über Inhaltsstoffe. Die Mensen sind i. d. R. stufenlos erreichbar. Sollten Barrieren die Nutzung des Angebots erschweren, versuchen die Mitarbeiterinnen und Mitarbeiter vor Ort einen individuellen Ausgleich für die eventuell erschwerte Nutzung des Angebots zu schaffen.

Eine Version des Wochenplans in Brailleschrift hängt an jedem Eingang der Zentralmensa aus. Bei Bedarf hilft das Mensapersonal auch bei der Suche nach einem freien Platz und dem Tragen / entsorgen des Essenstabletts. Das Verpflegungsangebot der Studentenwerke in den Mensen und Cafeterien bietet in der Regel die Möglichkeit, durch freie Komponentenwahl die Mahlzeiten individuell zusammenzustellen. Fast überall steht ein spezielles vegetarisches Angebot zur Verfügung. Es wird auf vollwertige Kost und frische Zubereitung Wert gelegt. Die in den Lebensmitteln bzw. Speisen enthaltenen Zusatzstoffe werden entsprechend der gesetzlichen Bestimmungen deklariert. Vielerorts werden auch zuckerfreie Gerichte und Desserts besonders gekennzeichnet und weitere Inhaltsstoffe (z. B. die Fleischart, die Verwendung von Jodsalz, Alkohol etc.), teilweise auch Allergene ausgewiesen.

Library

Universitätsbibliothek  
Ausleihfristen

Bei der Bibliotheksbenutzung räumt die Bibliotheksverwaltung Studierenden mit Behinderung oder chronischen Krankheiten eine Verlängerung der Ausleihfristen von bis zu acht Wochen ein. Anerkannte Gründe hierfür sind meist:

- Nachweisbar zeitaufwändige Literaturbeschaffung
- Erschwerter Zugang zu den Arbeitsmöglichkeiten der Bibliothek und der erschwerte Umgang mit ihnen

Die Beantragung erfolgt formlos mit einer Kopie des Schwerbehindertenausweises entweder direkt über die Nutzerservice in der Universitätsbibliothek - Diagonale 10 oder in einer Bereichsbibliothek.

Literaturversorgung für Sehgeschädigte

Unser Service-Angebot "Literaturversorgung für Sehgeschädigte" wendet sich an sehbehinderte und blinde Nutzerinnen und Nutzer der Universitätsbibliothek Kassel, die wissenschaftliche Literatur benötigen.

Umsetzungsdienst

Die "Literaturversorgung für Sehgeschädigte" bietet für Studierende der Universität Kassel einen kostenlosen Umsetzungsdienst für Fachliteratur in begrenztem Umfang des Bestandes. Die Literatur wird eingescannt, zitierfähig umgesetzt in Textdokumente und kann als elektronische Ressource genutzt werden.

○ Computer rooms

In der Multimediathek (mmt) im Bibliotheksgebäude am Holländischen Platz steht ein moderner, sehgeschädigten gerecht ausgestatteter Computer-Arbeitsplatz zur Verfügung. Der Arbeitsplatz ist derzeit mit den Screenreadern JAWS 13, COBRA und NVDA 2012 mit Sprachausgabe über Lautsprecher, sowie dem Magnifier ZOOMTEXT für vergrößerte Darstellung ausgestattet. Mit dabei sind eine Braille-Zeile und ein A4-Scanner, der mit der OCR-Software FINEREADER 11 genutzt werden kann. Auf dem PC ist Microsoft Office 2003 installiert, ebenso sind Internet Explorer sowie Mozilla Firefox verfügbar.

Als besonderes Angebot können Sie an diesem Arbeitsplatz ihre persönlichen Einstellungen und Daten speichern. Um das PC- und Drucksystem nutzen zu können, benötigen Sie die Multifunktionskarte der Universität Kassel mit freigeschalteter Bibliotheksausweisfunktion. Ausdrucke sind an allen Druck- und Kopierstationen der Universitätsbibliothek Kassel möglich.

Weitere Informationen zum Thema Drucken und Kopieren finden Sie unter:  
<http://www.uni-kassel.de/ub/benutzung-service/bibliotheksausweis/kopieren-co.html>

○ Other: Welcome Centre

<http://www.uni-kassel.de/go/welcome-centre>

Proposal of FUB degree programmes which can participate in the agreement mobility

L-33, L-18 BZ, LM-77

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**01.10.2015**

**Name and Signature of the Professor**

**Hannes Hofmeister**



## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement with Leuphana University Lüneburg**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### Economics and social sciences (L-33)

Course at Universität Lüneburg	ECTS	Course FUB	ECTS
Aussenwirtschaft	5	Internationale Volkswirtschaftslehre	8
Politische Theorie		Political Science 1	8
European Union Law	5	European Law	6
The Common Law/ Gesellschaftsrecht	5/5	Public Law	6
Statistik I und Statistik II	5+5	Statistica per SeS	8
Makroökonomie I, II, III	5/5/5	Economics 2 (Macro)	8

### Economics and Management (L-18 BZ)

Unternehmensführung/ Business Administration I: Foundations of Organizational Behavior	5/5	Einführung in die Organisation und die Betriebswirtschaftslehre	8
Marketing	5	Marketing	7
Statistik I, Statistik II	5+5	Statistica (Statistik für Wirtschaftswissenschaftler)	6
Finanzierung und Investition/ Finance	5/5	Finanzanalyse	7
Mikroökonomie I Mikroökonomie II	5+5	Economics I (Micro)	8

### Master in Entrepreneurship and Innovation (LM-77)

	5	Innovation Management	7
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	Innovationsmanagement			
	Methoden der BWL	5	Quantitative Methoden für Manager	6
	Gründungsmanagement	5	Grundlagen des Entrepreneurship	8
	Werbepsychologie und Konsumenten- verhalten	5	Marktsforschung	6
	Masterforum Entrepreneurship	5	Entrepreneurship Seminar	6

Personal academic tutoring for the students by the partner university: name, contact details and availability

Prof. Dr. Sigrid Bekmeier-Feuerhahn  
 bekmeier@uni-leuphana.de  
 +49. 4131 677 2535

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
 A link to a web page can be enough.

Information about course assessment and grading scales can be found at:  
[http://www.leuphana.de/fileadmin/user\\_upload/ZentraleEinrichtungen/International\\_Office/Internationale\\_Regelstudierende/files/leitfaden\\_Studienorganisation.pdf](http://www.leuphana.de/fileadmin/user_upload/ZentraleEinrichtungen/International_Office/Internationale_Regelstudierende/files/leitfaden_Studienorganisation.pdf)

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

Leuphana University does not require official language certificates. The sending institution should, however, ensure the students sent to Leuphana University should have the following levels of language skills:

For studying in German: German A2; for studying in English: English B2

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

No further requirements.

Exchange students must submit an online application for admission first and then send a signed paper copy of the application.

Application deadlines:

- 15 July for the autumn term (Wintersemester) starting in October
- 15 January for the spring term (Sommersemester) starting in April

Only applications of students nominated by their home university and complete application will be processed.

Further information can be found at:

[http://www.leuphana.de/fileadmin/user\\_upload/ZentraleEinrichtungen/International\\_Office/Incoming\\_Studierende/files/Checklist\\_incomings.pdf](http://www.leuphana.de/fileadmin/user_upload/ZentraleEinrichtungen/International_Office/Incoming_Studierende/files/Checklist_incomings.pdf)

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- Accommodation

The Leuphana Accommodation Service assists international exchange students and other international guests of the University in finding adequate accommodation. The service is free of charge. Further information at:

<http://www.leuphana.de/en/services/io/incomings/exchange/prearrangements/accommodation.html>

- Language courses

Before the start of every semester and during the semester, language courses at different levels are offered at Leuphana University to improve your German and other languages during your stay.

- Canteen

The university has canteens (Mensa) at its campuses serving breakfast, lunch, and dinner.  
<http://www.stw-on.de/en/lueneburg/essen>

- Library

The university library offers print and electronic literature to the students.  
<http://www.leuphana.de/bibliothek.html>

- Computer rooms

Various computer rooms are available. Free WiFi for students on the campus.  
<http://www.leuphana.de/services/rmz/ausstattung.html>

- Other:

The website <http://www.leuphana.de/en/services/io/incomings/exchange.html> provides a lot of information for the exchange students. The university offers Skype meetings etc. for the exchange students in order to answer their questions.

Proposal of FUB degree programmes which can participate in the agreement mobility  
L-33, L-18 BZ, LM-77

the agreement regularly

Date

10.9.2015

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Name and Signature of the Professor

Marjaana Gunkel

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## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### Economics and social sciences (L-33)

Course at Universität Magdeburg	ECTS	Course FUB	ECTS
Einführung in die Ökonometrie	9	Econometrics	7
Entscheidungstheorie, Wahrscheinlichkeit & Risiko – Teil A und B	8	Statistica per SeS	8
Makroökonomik	8	Economics 2 (Macro)	8
Einführung in die Philosophie	10	Principles of Philosophy	8
Staats- und Europarecht	10	Public and European Law	12

### Economics and Management (L-18 BZ)

Mikroökonomik	8	Economics 1 (Micro)	8
Makroökonomik	8	Economics 2 (Macro)	8
Marketing	5	Marketing	7
Entscheidungstheorie, Wahrscheinlichkeit & Risiko – Teil A und B	8	Statistica (Statistik für Wirtschaftswissenschaftler)	6

	Organisation	5	Einführung in die Organisation und die Betriebswirtschaftslehre	8

Personal academic tutoring for the students by the partner university: name, contact details and availability

Grit Voigt

Room: B-004

Tel.:

0391 / 67-18818

grit.voigt@ovgu.de

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

#### **Grading system of D MAGDEBU01**

<b>Grade</b>	<b>Description German/English</b>	<b>Definition</b>
1	sehr gut / excellent	outstanding performance
2	gut / good	performance significantly above the average standard
3	befriedigend / satisfactory	performance corresponding to the average standard
4	Ausreichend / pass	performance which, despite certain shortcomings, still satisfies the requirements
5	nicht ausreichend / fail	performance which, because of significant shortcomings, no longer satisfies the requirements

To enable a differentiated assessment of examination performances, individual grades may be raised or lowered by 0.3 to fractional amounts; the grades 0.7; 4.3; 4.7 and 5.3 are however not possible.

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

Applicants whose principal language of instruction at their home university is other than English or German, must deliver a valid English, or German, proficiency certificate together with the ERASMUS study application. Without such German and/or English language proof, on B1 ("upper intermediate") CEFR level, the ERASMUS study application cannot be accepted.

Applicants who wish to take OVGU courses in English, must provide a relevant English language proficiency certificate. Applicants who wish to take OVGU courses in German, must provide a relevant German language proficiency certificate. Those certificates must be issued and signed by competent language

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Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

*The Welcome & Orientation Week is compulsory for incoming students. All accepted exchange students shall be informed of the Welcome Week's programme via e-mail after mid-February (summer semester) or mid-September (winter semester).*

Calendar information:

- 1) Nominations of students must reach the receiving institution by: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 2) Applications documents of nominated students must reach the receiving institution by : - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 3) Please indicate the starting and ending date of each term: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 4) If the (name of the receiving institution) makes an extra selection of our students, it will send its decision to FUB within (X) weeks
- 5) A Transport of Records will be issued by the receiving institution no later than (X) weeks after the assessment period as finished at the receiving HEI institution (nor longer than 5 weeks according to the Erasmus charter for HEI)

*Ad 1/2) 15 July (winter term); 15 January (summer term)*

*Ad 3) October – March (winter term); April – September (summer term)*

*Ad 4) –*

*Ad 5) A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished at the receiving HEI.*

Other information

- VISA: contact details mail and phone and Website for information.
- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)

*International Office*

*[Anne-Katrin.Behnert@ovgu.de](mailto:Anne-Katrin.Behnert@ovgu.de); +49 391 67 12634*

*[www.ovgu.de/International/Wege+aus+dem+Ausland/Studierende/Vor+der+Anreise/Wohnraumsuche.html](http://www.ovgu.de/International/Wege+aus+dem+Ausland/Studierende/Vor+der+Anreise/Wohnraumsuche.html)*

(please complete):

- Accommodation
- Language courses
- Canteen
- Library
- Computer rooms
- Other: \_\_\_\_\_

The Otto von Guericke University has the infrastructure to welcome students and staff with disabilities.  
See

[www.ovgu.de/Universitaet/Struktur/Beauftragte+und+Vertretungen/Behindertenbeauftragte-p-9962.html?highlight=behinderte](http://www.ovgu.de/Universitaet/Struktur/Beauftragte+und+Vertretungen/Behindertenbeauftragte-p-9962.html?highlight=behinderte)

The Welcome & Orientation Week is compulsory for incoming students. All accepted exchange students shall be informed of the Welcome Week's programme via e-mail after mid-February (summer semester) or mid-September (winter semester).

Proposal of FUB degree programmes which can participate in the agreement mobility: L33, L18 BZ; LM 77

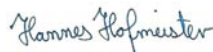
**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

\_\_\_\_\_01.09.2015\_\_\_\_\_  
\_\_\_\_\_

**Name and Signature of the Professor**

\_\_\_\_\_HannesHofmeister\_\_\_\_\_



\_\_\_\_\_

## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### **Economics and social sciences (L-33)**

Course at University of Frankfurt	ECTS	Course FUB	ECTS
Einführung in die Wirtschaftsethik	6	Business Ethics	6
Erkenntnistheorie	(5)	Philosophy of Science	5
Statistik	15	Statistics for PPE	8
Einführung in die Volkswirtschaftslehre	10	Economics 1	8
Wirtschaftsinformatik	6	Information Systems and Data Management	3
Einführung in die Ökonometrie	5	Econometrics for PPE	7
Wissen was man tut: Praktisches Selbstbewusstsein	(5)	Optional Course	6

### **Economics and Management (L-18 BZ)**

Course at University of Frankfurt	ECTS	Course FUB	ECTS
Marketing I / Marketing II	5/6	Marketing	7
Statistik	15	Statistik	6
Einführung in die Volkswirtschaftslehre	10	Volkswirtschaftslehre 1	8
Grundlagen der strategischen Unternehmenskommunikation	5	International Marketing	7
Betriebliches Rechnungswesen	5	Einführung in das Rechnungswesen	8
Wirtschaftsinformatik	6	Information Systems and Data Management	5
Einführung in die Wirtschaftsethik	(5)	Optional Course	6

Personal academic tutoring for the students by the partner university: name, contact details and availability

Uta Brucker  
PEG Building  
Theodor-W.-Adorno-Platz 6  
D-60629 Frankfurt am Main

Tel. +49 69 798 12263,  
[erasmus-io@uni-frankfurt.de](mailto:erasmus-io@uni-frankfurt.de)

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

Information about the grading scale with statistical distribution can be found at the following link:  
[http://www.uni-frankfurt.de/52565158/studierendenstatistik\\_pro\\_semester?legacy\\_request=1](http://www.uni-frankfurt.de/52565158/studierendenstatistik_pro_semester?legacy_request=1)

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

*Goethe Universität Frankfurt a. M.* does not require official language certificates from Erasmus students.

The sending institution should, however, ensure the students sent to *Goethe Universität Frankfurt a. M.* should have the following levels of language skills:

For courses thought in German: B2

For courses thought in English: B2

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

No further requirements

Only applications of students nominated by their home university and complete application will be processed.

Deadlines for nomination:

- 15 November; beginning of planned study period: summer term
- 15 May; beginning of planned study period: winter term.

Once the application procedure has started, the link to the online application form will be sent directly to students who have been nominated by the home university. The application procedure starts:

- approx. April: application for the winter term
- approx. beginning of November: application for the summer term.

Application deadlines (for students):

- Winter Semester: May 1 until June 15 (date of receipt)  
Beginning of study period: Middle of October End of study period: Middle of February Please contact the respective faculty directly, in order to receive information about exam schedules. Exams may be held after the lecture period has ended.
- Summer Semester: November 1 until December 15 (date of receipt)  
Beginning of study period: Middle of April End of study period: Middle of July Please contact the respective faculty directly, in order to receive information about exam schedules. Exams may be held after the lecture period has ended.

Further general information can be found at:

<http://www.goethe-university-frankfurt.de/44420860/preparations#aust>

Contact persons and office hours for administrative and academic advising can be found here:

[http://www.goethe-university-frankfurt.de/44422076/contact\\_persons](http://www.goethe-university-frankfurt.de/44422076/contact_persons)

#### Other information

- VISA: contact details mail and phone and Website for information:  
[http://www.goethe-university-frankfurt.de/44421621/entry\\_requirements](http://www.goethe-university-frankfurt.de/44421621/entry_requirements)
- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided):  
[http://www.goethe-university-frankfurt.de/44421804/health\\_insurance](http://www.goethe-university-frankfurt.de/44421804/health_insurance)

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- Accommodation: The Goethe Universität Frankfurt assists international exchange students and other international guests of the University in finding adequate accommodation. The service is free of charge. Further information at: <http://www.goethe-university-frankfurt.de/44421703/accommodation>



- Language courses: The International Office together with the Internationales Studien- und Sprachenzentrum (ISZ) offers German intensive language courses for visiting students that are free of charge. They are designed for students, who already have a basic knowledge of German (at least a B1 level according to the Common European Framework of Reference for Languages).
- Canteen  
The university has canteens and cafeterias at its campuses:  
<http://www.goethe-university-frankfurt.de/43171435/campuslife>
- Library  
The university library offers print and electronic literature to the students.  
<http://www.goethe-university-frankfurt.de/43171435/campuslife>
- Computer rooms  
Various computer rooms are available. Free WiFi for students on the campus.
- Other (Sport, Housing, Goethe Card etc.)  
Further information about services are provided here: <http://www.goethe-university-frankfurt.de/45729947/Services> - and here: <http://www.goethe-university-frankfurt.de/43171435/campuslife>

Proposal of FUB degree programmes which can participate in the agreement mobility

L-33  
L-18 BZ

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

30 October 2015

**Name and Signature of the Professor**

Ralf Lüfter

Firma il responsabile degli Accordi  
per la Facoltà di Economia,  
dott. Roberto Farmiti, al posto  
del dott. Lüfter

In fede

Roberto Farmiti

## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement with**

**Krinstianstad University**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

Course at	Syllabus	ECTS	Course FUB	ECTS
Business English I	<a href="http://www.hkr.se/en/education/course-page/?cCode=EN6007">http://www.hkr.se/en/education/course-page/?cCode=EN6007</a>	7.50	English as a Foreign Language - Specialized Language course for Economics - Advanced - 27158	3
Strategic Management	<a href="http://www.hkr.se/en/education/course-page/?cCode=FE7011">http://www.hkr.se/en/education/course-page/?cCode=FE7011</a>	7.50	Strategia di impresa - 27023	7
Taxation - International Perspective	<a href="http://www.hkr.se/en/education/course-page/?cCode=JU6040">http://www.hkr.se/en/education/course-page/?cCode=JU6040</a>	7.50	International Taxation Law	6
Intercultural Business Communication	<a href="http://www.hkr.se/en/education/course-page/?cCode=MW2122">http://www.hkr.se/en/education/course-page/?cCode=MW2122</a>	7.50	optional course	6
Europe in a Global Context	<a href="http://www.hkr.se/en/education/course-page/?cCode=EN210K">http://www.hkr.se/en/education/course-page/?cCode=EN210K</a>	7.50	optional course	6
Nordic Business Culture	<a href="http://www.hkr.se/en/education/course-page/?cCode=FE6286">http://www.hkr.se/en/education/course-page/?cCode=FE6286</a>	7.50	optional course	6

Personal academic tutoring for the students by the partner university: name, contact details and availability:

Prof Giuseppe Grossi: [giuseppe.grossi@hkr.se](mailto:giuseppe.grossi@hkr.se)

Tel. +46-44203125

<http://www.hkr.se/PageFiles/53714/SURVIVAL%20GUIDE%20HT2015.pdf>

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

No requirements

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

No further requirements.

Exchange students must submit an on line registration and application for admission. The procedure is explained step by step at:

[https://www.service4mobility.com/europe/MobilitySearchServlet?identifier=KRISTIA01&kz\\_bew\\_art=IN&kz\\_bew\\_pers=S&sprache=en](https://www.service4mobility.com/europe/MobilitySearchServlet?identifier=KRISTIA01&kz_bew_art=IN&kz_bew_pers=S&sprache=en)

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- Accommodation
- Language courses
- Canteen
- Library
- Computer rooms
- Other: \_\_\_\_\_

All the info are here:

<http://www.hkr.se/en/study-at-hkr/exchange-student/grading-system/>

Proposal of FUB degree programmes which can participate in the agreement mobility

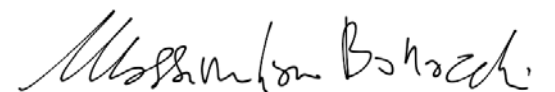
Economics and Management (L-18)  
Economics and social sciences (L-33)

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

\_\_\_\_\_

**Name and Signature of the Professor**



## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### **Economics and social sciences (L-33)**

Course at NL MAASTRICHT	ECTS	Course FUB	ECTS
Power and Democracy	12	Political Science 1	8
Comparative Politics and Government	4.5	Political Science 2	8
Europe and global politics since World War II	5		
International Relations: Contemporary Issues and Actors	4.5	Theory of International Relations (optional)	6
An Economist's point of view	5	History of Economic Thought	6
International Economics	6	International Economics	8
Practicalities of Policy Making	3	Introduction to public policy (optional)	6
Bloody Diversity. A history of European state- and nation-building	9	Optional course	6
Making a European Market	6	Optional course	6
EU politics: theories, institutions and challenges	9	Optional course	6
Policy Domains. Analyzing the European Policy Process	8.5	Optional course	6
Placing Europe: Cities, Regions, Borders	4.5	Optional course	6
The Idea of Europe. The European experience from a historical perspective	5	Optional course	6

Personal academic tutoring for the students by the partner university: name, contact details and availability

Ms. Resi Schenk, Coordinator International Relations  
tel: +31 43 3883487  
[resi.schenk@maastrichtuniversity.nl](mailto:resi.schenk@maastrichtuniversity.nl)

Ms. Ine Mourmans, incoming exchange officer  
tel: +31 43 3882770  
[i.mourmans@maastrichtuniversity.nl](mailto:i.mourmans@maastrichtuniversity.nl)

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

Description of the grades in the "standard" grading system at NL MAASTRIO1	
10	= excellent
9	= very good
8	= good
7	= ample sufficient
6	= sufficient
5	= marginal fail
< 5	= clear fail

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

If English is not students' native language, they are required to submit a proof of English language proficiency.

Maastricht University (Faculty of Arts and Social Sciences) recommend the following minimum level: TOEFL iBT 90, IELTS 6.5, or CEF level B2

See more:

<http://www.maastrichtuniversity.nl/web/Faculties/FASoS/TargetGroups/ExchangeStudents/AcademicInformation/EnglishLanguageRequirements.htm>

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

No further requirements.

Exchange students must submit an on line registration and application for admission. The procedure is explained step by step at:

<http://www.maastrichtuniversity.nl/web/Faculties/FASoS/TargetGroups/ExchangeStudents/ApplicationProcedure1.htm>

#### Calendar information:

- 1) Nominations of students must reach the receiving institution by:  
15 April for the autumn term;  
15 October for the spring term.
- 2) Application documents of nominated students must reach the receiving institution by:  
1<sup>st</sup> May for the autumn term;  
1<sup>st</sup> November for the spring term.
- 3) Starting and ending date of each term:  
28.08 – 31.01 - autumn term;  
01.02 – 15.06 - spring term;
- 4) Maastricht University does not make an extra selection.
- 5) A Transport of Records will be issued by the receiving institution no later than 5 weeks after the assessment period as finished.

#### Other information

- VISA: contact details mail and phone and Website for information.  
[visa@maastrichtuniversity.nl](mailto:visa@maastrichtuniversity.nl).  
Tel: +31 43 3885261  
Website: <http://www.maastrichtuniversity.nl/web/ServiceCentres/SSC.htm>
- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)  
[Fasos-iro@maastrichtuniversity.nl](mailto:Fasos-iro@maastrichtuniversity.nl)  
Tel: +31 43 3882032  
Website: <https://www.studyinholland.nl/practical-matters/insurance/healthcare-insurance>

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- o Accommodation  
Accommodation can be arranged with Maastricht Housing of the university.  
Contact details:  
[guesthouse@maastrichtuniversity.nl](mailto:guesthouse@maastrichtuniversity.nl)  
+31 (0) 43 388 59 70 (24 hrs!)

Further information:

<http://www.maastrichtuniversity.nl/web/Faculties/FASoS/TargetGroups/ExchangeStudents/PrearrivalInformation/Accommodation.htm>  
<http://www.maastrichthousing.com/>

- Language courses:  
<http://www.maastrichtuniversity.nl/web/languagecentre.htm>
- Canteen:  
<http://www.maastrichtuniversity.nl/web/Faculties/FASoS/TargetGroups/ExchangeStudents/PrearrivalInformation/SocialGuide.htm>
- Library  
Website: <http://www.maastrichtuniversity.nl/web/Library/home.htm>
- Computer rooms  
<http://library.maastrichtuniversity.nl/service/computer-facilities-in-the-library/>
- Other:  
The website  
<http://www.maastrichtuniversity.nl/web/Faculties/FASoS/TargetGroups/ExchangeStudents.htm>  
provides information for the exchange students.

Proposal of FUB degree programmes which can participate in the agreement mobility

Economics and social sciences (L-33)

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

19.10.2015

**Name and Signature of the Professor**

Monica Rosini

Monica Rosini

## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement with Westfälische Wilhelms-Universität Münster:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### **Economics and social sciences (L-33)**

Course at Münster	ECTS	Course FUB	ECTS
Privatrecht I (BGB Allgemeiner Teil)	6	Private Law	6
Öffentliches Recht I	6	Public Law	6
Schuldrecht mit Kaufrecht	6	Business Law	6
Financial Accounting and Taxation	6	Taxation Law	7
International Financial Management	6	International Finance	7
Mathematik und IT	12	Mathematics for Economists	12
Economics 2	8	Makroökonomie I	9

### **Economics and Management (L-18 BZ)**

Privatrecht	6	Diritto Privato	6
Verwaltungsrecht und Europarecht	9	European Law	6
Ökonometrie I		Econometrics for PPE	7
Wirtschafts- und Unternehmensethik	6	Business Ethics	6
Mathematik und IT	12	Mathematics for PPE	12
Economics 2	8	Makroökonomie I	9

Personal academic tutoring for the students by the partner university: name, contact details and availability

Tobias Kreuter  
[Tobias.Kreuter@wiwi.uni-muenster.de](mailto:Tobias.Kreuter@wiwi.uni-muenster.de)

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
 A link to a web page can be enough.

ECTS Grade	% of successful students normally achieving the grade	Definition
A	10	EXCELLENT - outstanding performance with only minor errors
B	25	VERY GOOD - above the average standard but with some errors
C	30	GOOD - generally sound work with a number of notable errors
D	25	SATISFACTORY - fair but with significant shortcomings
E	10	SUFFICIENT - performance meets the minimum criteria

Language requirements in order to be admitted by the partner university (i.e. TOEFL. IELTS,



CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

The language requirement is B2 for German and B2 for English.

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

None, but the School of Business and Economics in Münster expects its partner universities to select and nominate students of good academic standing.

#### Calendar information:

- 1) Nominations of students must reach the receiving institution by: May 1 - autumn term; Nov. 1 - spring term;
- 2) Applications documents of nominated students must reach the receiving institution by : May 1 - autumn term; Nov 1 - spring term;
- 3) Please indicate the starting and ending date of each term: Oct-Feb - autumn term; Apr-Jul - spring term;
- 4) No extra selection is made.
- 5) A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished.

#### Other information

- VISA: contact details mail and phone and Website for information.
- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)

The sending and receiving institutions 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 i**

Institution -- [Erasmus code]¶	Contact details¶ (email, phone)¶	Website for information¶
I-BOLZANO- 01¶	<a href="mailto:International.relations@unibz.it">International.relations@unibz.it</a> t: +390471-012500¶	<a href="http://www.unibz.it/en/students/exchange/Incoming/LLPErasmusIncomingEng.html">http://www.unibz.it/en/students/exchange/Incoming/LLPErasmusIncomingEng.html</a> ¶
D- MUNSTER01¶	Incoming students:¶ Exchange student service¶ <a href="mailto:admin.ess@uni-muenster.de">admin.ess@uni-muenster.de</a> ¶ 0049-(0)251-832-21-13¶ ¶ Incoming and outbound staff:¶ Maria Homeyer¶ <a href="mailto:Maria.Homeyer@uni-muenster.de">Maria.Homeyer@uni-muenster.de</a> ¶ 0049-(0)251-832-26-00¶ ¶	<a href="http://www.uni-muenster.de/international/incoming/autausch/praktisches.html">http://www.uni-muenster.de/international/incoming/autausch/praktisches.html</a> ¶ ¶ <a href="http://www.uni-muenster.de/en/research/internationalacademics/formalities/index.html">http://www.uni-muenster.de/en/research/internationalacademics/formalities/index.html</a> ¶ ¶

**not automatically provided.**

Clear documentation on facilities and services for students/professors at the partner university

(please complete):

- Accommodation: assistance for incoming students (Exchange student service)  
<http://www.uni-muenster.de/international/incoming/austausch/praktisches.html>  
[http://www.uni-muenster.de/en/research/international\\_academics/formalities/index.html](http://www.uni-muenster.de/en/research/international_academics/formalities/index.html)

- Language courses

Language courses at different levels are offered at the University of Münster to improve your German during your stay.

- Canteen

<http://www.studentenwerk-muenster.de/de/essen-a-trinken/mensen/mensa-am-aasee>

- Library

The university library offers print and electronic literature to the students.

- Computer rooms

Various computer rooms are available. Furthermore, WLAN available for registered students.

Proposal of FUB degree programmes which can participate in the agreement mobility

Proposal of FUB degree programs which can participate in the agreement mobility

L-33, L-18 BZ

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Oct 17, 2015**

**Name and Signature of the Professor**

**Alex Weissensteiner**

FIRMA IL RESPONSABILE DEGLI ACCORDI  
INTERNATIONALI DELLA FACOLTÀ DI  
ECONOMIA, DOTT. ROBERTO FARNETI

*Im fedel  
Farneti - Smili*



## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement with the Poznań University of Economics and Business**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### Economics and social sciences (L-33)

Course at Poznań University of Economics and Business		ECTS	Course at Free University of Bozen	ECTS
<b>Fall semester</b>				
Money, banking and financial markets (30h)		4	Financial markets and institutions for PPE (48h)	8
International Capital Markets with a special focus on Poland (30h)		4		
Microeconomics (BA in international business) (30h + 30h)		7	Economics I for PPE (48h)	8
International economics I (BA in international business) (30h + 30h)		7	International economics (48h)	8
<b>Spring semester</b>				
Quantitative equity portfolio management in a global perspective (30h)		4	Financial markets and institutions for PPE (48h)	8
Investment and wealth management (30h)		4		
Statistics (BA in international business) (15h + 30h)		3	Statistics for PPE (48h)	8
Fundamentals of quantitative methods (BA in international business) (30h + 30h)		6		
Databases and applications (30h)		4	Information systems and data management (30)	3
Macroeconomics (BA in international business) (30h + 30h)		6	Economics II for PPE (48h)	8

### Economics and Management (L-18 BZ)

Course at Poznań University of Economics and Business		ECTS	Course at Free University of Bozen	ECTS
<b>Fall semester</b>				
Corporate finance (30h)		4	Banking and corporate finance (42h)	7
Money, banking and financial markets (30h)		4		
International Capital Markets with a special focus on Poland (30h)		4	Financial risk management (42h)	7

Managerial skills (30h)	4	Communication skills and leadership (40h)	4
Human resources management (30h)	4	Human resources and organization (36h)	6
Marketing management (30h)	4	Marketing (42h)	7
Methods and instruments of marketing communication (30h)	4	International Marketing (42h)	7
Cultural differences in international marketing (30h)	4		
International marketing (BA in international business) (15h + 30h)	5	International Marketing (42h)	7
<b>Spring semester</b>			
Corporate finance (30h)	4	Banking and corporate finance (42h)	7
Quantitative equity portfolio management in a global perspective (30h)	4		
Investment and wealth management (30h)	4	Financial risk management (42h)	7
Managerial accounting (30h)	4	Management accounting and control (42h)	7
Databases and applications (30h)	4	Information systems and data management (50)	5
E-negotiations (30h)	4		
Strategic management in Polish business environment (30h)	4	Strategic management (42h)	7
Knowledge management in business organizations (30h)	4		
International tax planning (30h)	4	International taxation law (36h)	6

Personal academic tutoring for the students by the partner university: name, contact details and availability

Katarzyna Jakubiak, e-mail: katarzyna.jakubiak@ue.poznan.pl, availability: at office hours

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems). A link to a web page can be enough.

Information about the grading scheme can be found at the following link:

<http://ue.poznan.pl/en/studies-in-english,c689/incoming-exchange-students,c1078/studies,c1081/study-organisation,a5615.html>

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

Receiving institution [Erasmus code]	Language of instruction 1	Language of instruction 2	Language of instruction 3	Recommended language of instruction level	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL POZNAN03	English	Polish	German	English B1 (for courses in English) Polish B1 (for courses in Polish) German B1 (for courses in German)	English B2 or Polish B2

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

No further requirements.



Calendar information:

- 1) Nominations of students must reach the receiving institution by: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
I BOLZANO 01	10 June	10 November
PL POZNAN 03	June 1 <sup>st</sup>	November 1 <sup>st</sup>

- 2) Applications documents of nominated students must reach the receiving institution by : - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
I BOLZANO 01	30 June	30 November
PL POZNAN 03	June 15 <sup>th</sup>	November 15 <sup>th</sup>

- 3) Please indicate the starting and ending date of each term: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

Receiving institution [Erasmus code]	Autumn term* [from to]	Spring term* [from to]
I BOLZANO 01	~30.09. – 22.02.	~24.02. – 19.07.
PL POZNAN 03	~25.09. – 08.02.	~12.02. – 26.06.

- 4) If the Poznań University of Economics and Business makes an extra selection of our students, it will send its decision to FUB within 8 weeks
- 5) A Transport of Records will be issued by the receiving institution no later than 5 weeks after the assessment period as finished at the receiving HEI institution (nor longer than 5 weeks according to the Erasmus charter for HEI)

Clear documentation on facilities and services (including accommodation, visa, insurance) for students/professors at the partner university is available from the following contact points:

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
PL POZNAN 03	Katarzyna Jakubiak katarzyna.jakubiak@ue.poznan.pl	<a href="http://ue.poznan.pl/en/studies-in-english,c689/erasmus-and-exchange-students,c1078/exchange-students,c1079/practical-information,c1085/">http://ue.poznan.pl/en/studies-in-english,c689/erasmus-and-exchange-students,c1078/exchange-students,c1079/practical-information,c1085/</a>

Proposal of FUB degree programs which can participate in the agreement mobility  
L-33, L-18 BZ

I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly

Date

24.10.2015

Name and Signature of the Professor

FIRMA PER IL RESPONSABILE  
DELL'ACCORDO, DOTT. MATTIA  
CAI, IL DIRETTORE DEI  
PROGRAMMI INTERNAZIONALI  
DELLA PACOLIA, DOTT. FARNETI

IN FIDES  
Robert Farneti



## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement with the University of Economics, Prague**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### **Economics and social sciences (L-33)**

Course in Prague		ECTS	Course FUB	ECTS
	Marketing and Business Policy	5	Business Administration	8
	Banking and Financial Institutions	3	Financial Markets and Institutions for PPE	8
	Introduction to Economic and Social Policy	5	Economic Policy for PPE	8
	Applied Quantitative Methods	6	Econometrics for PPE	7
	Statistics	6	Statistica per SeS	8
	Basic Microeconomics	6	Economics 1	8
	Basic Macroeconomics; Macroeconomics 1	4+6	Economics 2 (Macro)	8
	International Trade	6	International Economics	8

### **Economics and Management (L-18 BZ)**

	Principles of Management	6	Einführung in die Organisation und die Betriebswirtschaftslehre	8
	Marketing and Business Policy	5	Marketing	7
	Statistics	6	Statistica (Statistik für Wirtschaftswissenschaftler)	6
	Corporate Finance	6	Finanzanalyse	7
	Basic Microeconomics	6	Economics I (Micro)	8
	Basic Macroeconomics	3	Economics II (Macro)	8
	Informatics	3	Information Systems and Data Management	5

Personal academic tutoring for the students by the partner university: name, contact details and availability

Daniela SLAMOVA (Ms.)  
Incoming Exchange Students Coordinator  
Tel: +420 224 098 547,  
Fax: +420 224 098 597  
[exchange@vse.cz](mailto:exchange@vse.cz)

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

Information about course assessment and grading scales can be found at:  
<http://ozs.vse.cz/english/exchange-programme/campus-in-prague/grading-scale/>

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

University of Economics, Prague does not require official language certificates. The sending institution should, however, ensure the students sent to Prague should have the following levels of language skills:  
English B2.

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

No further requirements.

The nomination procedure for coordinators and students is done online on the following website:  
<http://isis.vse.cz>

Application deadlines:

The nomination website is accessible for the **exchange coordinators** in the following periods:

- Fall Semester and Full Year: Nominations by May 1<sup>st</sup>
- Spring Semester: Nominations by November 1<sup>st</sup>

All nominated students must fill in their online application upon receiving an informative e-mail.

The application periods for the **students** are as follows:

- May 1 – May 30, 2015
- May 1 – November 30, 2015

Further information can be found at:

<http://ozs.vse.cz/english/exchange-programme/campus-in-prague/nomination-procedure/>

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- Accommodation  
University of Economics, Prague offers two types of housing: dormitories (shared rooms) and housing off-campus. Further information:  
<http://ozs.vse.cz/english/exchange-programme/campus-in-prague/housing-2/>
- Language courses  
University of Economics, Prague offers an Intensive Summer Language Course (ISLC) in English in August/September
- Canteen  
The university offers various options for meals, including canteens and cafes. Further information:  
<http://ozs.vse.cz/english/exchange-programme/campus-in-prague/meals-and-students-canteens/>
- Library  
The university library is open to all students after registration. The library contains books, electronic information resources and many international journals.  
Students can visit and use other public libraries in Prague with their student card.  
[https://ciks.vse.cz/knihovna/provozni\\_doba-en.aspx](https://ciks.vse.cz/knihovna/provozni_doba-en.aspx)
- Computer rooms  
There are computers pre-set in English for all exchange students; wireless internet connection for laptops available throughout the university campus; Internet connection available in all dormitory rooms.
- Other:  
The website <http://ozs.vse.cz/english/exchange-programme/> provides a lot of information for the exchange students.  
  
Two facebook groups inform students and allow them to ask questions:  
<http://ozs.vse.cz/english/exchange-programme/facebook-group/>  
  
A Buddy System offers support for the incoming students.

Proposal of FUB degree programmes which can participate in the agreement mobility

L-33, L-18 BZ

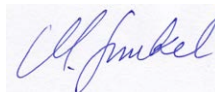
**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**07.10.2015**

**Name and Signature of the Professor**

**Marjaana Gunkel**



## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

Course at University of West Hungary	ECTS	Course FUB	ECTS
Human Resource Management	3	Personal und Organisation	6
Marketing	4	Marketing	7
Community Law	4	M-2 European Law	6
Wirtschaftsgeschichte	3	Wirtschaftsgeschichte	6
Wirtschaftsethik	3	Wirtschafts- und Unternehmensethik	6
Makroökonomie	5	Economics 2 for PPE	8
Internationale Wirtschaftslehre	5	Internationale Volkswirtschaftslehre	8
International Marketing	3	International Marketing	7
Unternehmensfinanzierung	5	Banking and Corporate Finance	7
Controlling	3	Management Accounting and Control	7
Rechnungswesen I.	4	Introduction to Accounting	8
Philosophie	3	Principles of Philosophy	10
International Corporate Strategies	4	Management of Multinationals	6
Strategische Unternehmensführung	4	Strategia d'impresa	7

Personal academic tutoring for the students by the partner university: name, contact details and availability

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

**Does not collect statistical data about the distribution of grades.**

**The grading scale ranges from 1 to 5, in which 5 stands for "excellent", 4 for "good", 3 for "satisfactory", 2 for "pass" and 1 for "fail".**

**[http://en.ktk.nyme.hu/grading\\_system.html?&L=1](http://en.ktk.nyme.hu/grading_system.html?&L=1)**

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

English: B2

German: B2

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

Other information

- VISA: contact details mail and phone and Website for information.

Vice-Rector's Office

Ms Márta Sándor

Phone: +36 99 518 210

Email: [msandor@nyme.hu](mailto:msandor@nyme.hu)

[http://en.ktk.nyme.hu/useful\\_information\\_visa.html?&L=1](http://en.ktk.nyme.hu/useful_information_visa.html?&L=1)

<http://konzuliszolgalat.kormany.hu/en>

<http://www.ktk.nyme.hu>

- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)

Vice-Rector's Office

Ms Márta Sándor

Phone: +36 99 518 210

Email: [msandor@nyme.hu](mailto:msandor@nyme.hu)

[http://www.oep.hu/felso\\_menu/lakossagnak/english\\_deutsch\\_francais](http://www.oep.hu/felso_menu/lakossagnak/english_deutsch_francais)

<http://www.ktk.nyme.hu>

[http://en.ktk.nyme.hu/useful\\_information\\_insurance.html?&L=1](http://en.ktk.nyme.hu/useful_information_insurance.html?&L=1)

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- o Accommodation

Dormitory of the UWH

Mrs Pappné Balaskó Mónika

Email: [koli@sopron.nyme.hu](mailto:koli@sopron.nyme.hu)

<http://uf.nyme.hu/kollegium/>

[http://en.ktk.nyme.hu/useful\\_information\\_accommodation.html?&L=1](http://en.ktk.nyme.hu/useful_information_accommodation.html?&L=1)

- o Language courses
- o Canteen
- o Library
- o Computer rooms
- o Other: \_\_\_\_\_

Proposal of FUB degree programmes which can participate in the agreement mobility
L-33, L-18 BZ

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**07 October 2015**

**Name and Signature of the Professor**

**Mirco Tonin**

FIRMA IL RESPONSABILE DEGLI  
ACCORDI INTERNAZIONALI DELLA  
FACOLTA' DI ECONOMIA,  
DOTT. ROBERTO TARNETI

*Roberto Tonin*



## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### Economics and management (L-18-BZ)

Courses at Bournemouth University			Courses at FUB		
Code	Name	ECTS	Code	Name	ECTS
L120	Microeconomics I	10	27001	Economics I (Micro)	8
N400	Introduction to Accounting	10	27004	INTRODUCTION TO ACCOUNTING	8
N100	Business Management	10	27005	Introduction to Management	8
L130	Macroeconomics I	10	27011	Economics II (Macro)	8
N321	Investment Management	10	27014	Financial Analysis	7
N211	Perspectives on Business Strategy	10	27023	Strategic Management	7
N411	Management Accounting	10	27025	Management Accounting and Control	7
N213	Operations Management	10	27031	Operations Management	7
N190	Risk Modelling and Management	10	27034	Financial Risk Management	7
N190	Organizational Behavior and HRM	10	27166	Human Resources and Organization	6
N330	International Taxation	10	27187	INTERNATIONAL TAXATION LAW	6

### Economics and social sciences (L-33)

Courses at Bournemouth University			Courses at FUB		
Code	Name	ECTS	Code	Name	ECTS
N500	Marketing	10	27013	Marketing	7
N400	Advanced Accounting Theory & Practice	10	27024	INTERMEDIATE FINANCIAL ACCOUNTING	7
N510	Consumer Behaviour and Market Research	10	27030	Consumer Behavior	7
N190	Risk Modelling and Management	10	27034	Financial Risk Management	7
L120	Microeconomics I	10	27037	Economics I (Micro)	8
N100	Business Management		27044	Business Administration	8
L130	Macroeconomics I	10	27049	Economics II (Macro)	8
N290	Introduction to Organisational Behaviour and Ethics	10	27051	Business Ethics	6
L130	Macroeconomics II	10	27059	Public Economics	6
N320	Money, Banking and Financial Services	10	27060	Financial Markets and Institutions	8
N190	Organisational Behavior and HRM	10	27166	Human Resources and Organization	6



**Tourism, Sport and Event Management (L-18-BR)**

Courses at Bournemouth University			Courses at FUB		
Code	Name	ECTS	Code	Name	ECTS
N3	Financial Reporting (Tourism)	10	30105	Introduction to Accounting	8
N5	Marketing for Tourism	10	30112	Principles of Marketing	7
N3	Financial management	10	30117	Financial Analysis	7
N8	Research methods	10	30147	Empirical Methods in Management	6
N1	Strategy & leadership	10	30113	Entrepreneurship M1+M2	12
N8	Economics of tourism & events	10	30124	Tourism Economics	6
N5	Sports marketing	10	30123	Economics of Sports and Events	6
N8	Tourism development & planning	10	30125	Destination development	6
N8	Event management	10	30128	Event Management and Planning	6
N8	Global hospitality & tourism issues	10	30130	International Tourism Management	6
N8	Strategic management for tourism	10	30132	Strategic Marketing and Management in Tourism	6
N3	Event business & finance	10	30118A	Financial and operations decision making – M1	6

**Entrepreneurship and Innovation LM-77**

Courses at Bournemouth University			Courses at FUB		
Code	Name	ECTS	Code	Name	ECTS
N212	Managing Innovation, Creativity & Design	10	27184	Innovation economics	6
N190	The Entrepreneurial Mind	10	27185	Entrepreneurship A	8
N200	Business Models, Resources & Intellectual Property	10	27186	Entrepreneurship - New Product Design and Development	6
N500	Marketing & Strategy	10	27178	Marketing B2B and Sales Management	6
N500	Contemporary Issues in Marketing	10	27177	Market Research	6
N321	Venture Capital & Growth Finance	10	27180	Entrepreneurial Finance and Venture Capital	9

Personal academic tutoring for the students by the partner university: name, contact details and availability

**International Mobility Officer** - Marta Vizcaya Echano

+44 (0) 1202 965824

[studyabroad@bournemouth.ac.uk](mailto:studyabroad@bournemouth.ac.uk)

**Lead Academic Professor Jens Holscher**

Faculty of Management (BS)

+44 (0) 1202 965392

[jholscher@bournemouth.ac.uk](mailto:jholscher@bournemouth.ac.uk)

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)

A link to a web page can be enough.

Available as part of the Academic Regulation, Policy and Procedure 7H: Student Exchanges- Appendix 2- found here:

<https://intranetsp.bournemouth.ac.uk/Documents/arpp7.aspx>

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

Receiving institution [Erasmus code]	Language of instruction 1	Language of instruction 2	Language of instruction 3	Recommended language of instruction level <sup>1</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
UK POOLE01	English	N/A	N/A	B2	B2

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.

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

No further requirements.

Calendar information:

1) Nominations of students must reach the receiving institution by: **no limit**

2) Applications documents of nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
UK POOLE01	30 <sup>th</sup> April (for September start)	31 <sup>st</sup> October (for January start)

3) Please indicate the starting and ending date of each term:

Receiving institution [Erasmus code]	Autumn term* [from to]	Spring term* [from to]
UK POOLE01	September to January	February to July

4) A Transport of Records will be issued by the receiving institution no later than 5 weeks after the assessment period as finished at the receiving HEI institution (nor longer than 5 weeks according to the Erasmus charter for HEI)

Other information

**VISA:** contact details mail and phone and Website for information.

The sending and receiving institutions will provide assistance, when required, 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

<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>

sources:

Contact details (email, phone)	Website for information
Marta Vizcaya Echano- International Mobility Officer +44 (0) 1202 965824 <a href="mailto:studyabroad@bournemouth.ac.uk">studyabroad@bournemouth.ac.uk</a>	<a href="http://www.bournemouth.ac.uk/futurestudents/international/new/immigration.html">http://www.bournemouth.ac.uk/futurestudents/international/new/immigration.html</a>

**Insurance:** contact details mail and phone and Website for information (if insurance cover is not automatically provided)

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:

Contact details (email, phone)	Website for information
Marta Vizcaya Echano- International Mobility Officer +44 (0) 1202 965824 <a href="mailto:studyabroad@bournemouth.ac.uk">studyabroad@bournemouth.ac.uk</a>	<a href="http://issuu.com/bournemouthuniversity/docs/international_student_handbook_2013">http://issuu.com/bournemouthuniversity/docs/international_student_handbook_2013</a>

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- o **Accommodation**

The receiving institution 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
UK PO OL EO 1	Marta Vizcaya Echano- International Mobility Officer +44 (0) 1202 965824 <a href="mailto:studyabroad@bournemouth.ac.uk">studyabroad@bournemouth.ac.uk</a>	There is no guaranteed accommodation for exchange students, however, our Accommodation Service will advise on renting or offer details of any rooms available through the University. <a href="http://www.bournemouth.ac.uk/accommodation/index.html">http://www.bournemouth.ac.uk/accommodation/index.html</a>

- o **Language courses**

<https://www1.bournemouth.ac.uk/discover/library/using-library/languages-bu>

- o **Canteen**

<https://www1.bournemouth.ac.uk/discover/facilities/social-facilities>

- o **Library**

<https://www1.bournemouth.ac.uk/discover/library>

- o **Computer rooms**

<https://itservices.bournemouth.ac.uk/>

Proposal of FUB degree programmes which can participate in the agreement mobility L-33, L-18 BZ, L-18 BR, LM-77

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**                    **21/10/15**

**Name and Signature of the Professor**

**DMITRI BOREIKO**

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## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

Grundlagen der Wirtschaftspolitik	5	Introduction to Public Policy	6	PPE 270
Internationale Wirtschaftsbeziehungen	5	International Economics	8	PPE 270
Grundprobleme der Angewandten Sozial-Rechtsphilosophie	6	Political science I	8	PPE 270
Grundprobleme der Angewandten Ethik	6	Wirtschafts- und Unternehmensethik	6	PPE 270
Einführung in die Ethik	10	Grundfragen der Ethik	6	PPE 270
Empirische Wirtschaftsforschung	5	Econometrics, Econometrics for PPE	7	E&M 270, PPE 270
Finanzwirtschaft	5	Financial markets and institutions for PPE	8	PPE 270
Statistik I	5	Statistik for PPE	8	PPE 270
Strategisches Marketing und Marktanalyse	5	International Marketing	7	E&M 270
Mikroökonomik I & II	10	Economics 1	8	E&M 270, PPE 270
International Management	5	Management of Multinationals	7	E&M 270
Ökonomik der Entwicklungsländer	5	Optional Course	6	E&M 270, PPE 270
Gesundheitsökonomik I	5	Optional Course	5	E&M 270, PPE 270

Personal academic tutoring for the students by the partner university: name, contact details and availability

**Dr. Arnim Heinemann**

Director of the International Office

E-Mail: [arnim.heinemann@uni-bayreuth.de](mailto:arnim.heinemann@uni-bayreuth.de)

Tel.: +49 921 55 5240

**Mr. Michael Schneider**

Coordinator International Cooperations

E-Mail: [partner@uni-bayreuth.de](mailto:partner@uni-bayreuth.de)

Tel.: +49 921 55 5309

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)

A link to a web page can be enough.

sehr gut (1)  
gut (2)  
befriedigend (3)  
ausreichend (4)  
mangelhaft (5)  
ungenügend (6)

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

English B1 German B1

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

None

**Calendar information:**

- 1)** Nominations of students must reach the receiving institution by: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 2)** Applications documents of nominated students must reach the receiving institution by : - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 3)** Please indicate the starting and ending date of each term: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 4) If the (name of the receiving institution) makes an extra selection of our students, it will send its decision to FUB within (X) weeks
- 5) A Transport of Records will be issued by the receiving institution no later than (X) weeks after the assessment period as finished at the receiving HEI institution (nor longer than 5 weeks according to the Erasmus charter for HEI)

**Other information**

- VISA: contact details mail and phone and Website for information.
- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)
- [http://www.international-office.uni-bayreuth.de/en/09\\_Service\\_Students/index.htm](http://www.international-office.uni-bayreuth.de/en/09_Service_Students/index.htm)

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- Accommodation [www.studentenwerk-oberfranken.de](http://www.studentenwerk-oberfranken.de)
- Language courses
- Canteen
- Library
- Computer rooms
- Other: \_\_\_\_\_

[http://www.international-office.uni-bayreuth.de/en/09\\_Service\\_Students/index.htm](http://www.international-office.uni-bayreuth.de/en/09_Service_Students/index.htm)

Proposal of FUB degree programmes which can participate in the agreement mobility  Economics and Management Economics and Social Sciences Master of the public sector Master entrepreneurship and Innovation

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

07-11-2013

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## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement with Universidad del Pais Basco, Bilbao**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### Recommended language skills for all courses: Spanish, B1

FUB				UPV				
Course name	CP	Degree Course	Year	Course name	CP	Code	Year	Semester
Economics I	8	L-33; L-18	1	Microeconomics	6	25833	1	1
Information system & data management	3	L-33	2	ECONOMÍA Y POLÍTICAS PÚBLICAS I	6	40724	3	1
Economics II	8	L-33; L-18	2	Macroeconomía	6	25845	1	2
Econometrics	7	L-33; L-18	3	Introducción a la econometría	6	27009	3	1
Statistics	8	L-33; L-18	2	Estadística y análisis de datos	6	25832	4	2
Financial markets and institutions for PPE	8	L-18	3	DISTRIBUCIÓN COMERCIAL Y GESTIÓN DE VENTAS	3	40535	4	1
				DIRECCIÓN DE EMPRESAS INTERNACIONALES	3	40538	3	1
International economic	8	L-18	3	Economía internacional	6	27000	4	2
Public economics	6	L-18	3	Economía pública ingresos / o gastos	6	27011	2	1
Political economics	8	L-18	3	Economía política	6	25040	3	1
Mathematics for Economists	12	L-33; L-18	1	Matemáticas I+II	12	25842	3	2
Economic law	6	L-18 BK	2	Derecho de la empresa o comercial	6	25850	1	1

The full list of courses provided by the institution can be found at the following website:

<http://www.ekonomia-enpresa-zientziak.ehu.es/p242-home/es>

Personal academic tutoring for the students by the partner university: name, contact details and availability

Marta Barandiaran,



Director for International Mobility  
 Edificio Rectorado, Barrio Sarriena s/n – 48940 LEIOA – (BIZKAIA) – SPAIN  
 Phone: +34 94 601 2165  
 Fax: +34 94 601 3590 [directora.internacional@ehu.es](mailto:directora.internacional@ehu.es)  
 Contact person: Vice-dean of International Relations  
 Avda. Lehendakari Aguirre, 84  
 48015 Bilbao-SPAIN  
 Phone: (+34)946013605  
[economicas.inetrnacional@ehu.es](mailto:economicas.inetrnacional@ehu.es)

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
 A link to a web page can be enough.

<http://go.ehu.es/gradingsystem>

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

Receiving institution  [Erasmus code]	Language of instruction 1	Language of instruction 2	Language of instruction 3	Recommended language of instruction level <sup>1</sup>	
				Student Mobility for Studies [ <i>Minimum recommended level: B1</i> ]	Staff Mobility for Teaching
E BILBAO01	Spanish	English		B1	B2

<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>

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

## NO ADDITIONAL REQUIREMENTS

### Calendar information:

- 1)** Nominations of students must reach the receiving institution by: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
I BOLZANO 01	10 June	10 November
E BILBAO 01	June 30 <sup>th</sup>	November 30 <sup>th</sup>

2. Applications documents of nominated students must reach the receiving institution by : - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

Application documents of nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
I BOLZANO 01	30 June	30 November
E BILBAO 01	June 30 <sup>th</sup>	30 November

3. Please indicate the starting and ending date of each term:

Receiving institution [Erasmus code]	Autumn term* [from to]	Spring term* [from to]
I BOLZANO 01	~ 30.09. – 22.02.	~ 24.02. – 19.07.
E BILBAO 01	~ 30.09. – 22.02.	~ 24.02. – 19.07.

### Other information

- **VISA:** Ministerio de Asuntos Exteriores y Cooperación  
<http://www.exteriores.gob.es/Portal/en/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/RequisitosDeEntrada.aspx>  
Further assistance: [helpcentre4.internacional@ehu.es](mailto:helpcentre4.internacional@ehu.es)
- **Insurance:** European Commission (Employment, Social Affairs & Inclusion)  
<http://ec.europa.eu/social/main.jsp?catId=559>

**Further assistance: [helpcentre4.internacional@ehu.es](mailto:helpcentre4.internacional@ehu.es)**

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- Accommodation
- Language courses
- Canteen
- Library
- Computer rooms
- Other: \_\_\_\_\_

**FOR ALL THIS INFORMATION; PLEASE CONSULT THE FOLLOWING WEBPAGES**

**Campus of Alava: [helpcentre1.internacional@ehu.es](mailto:helpcentre1.internacional@ehu.es)**

**Campus of Biscay (Leioa): [helpcentre2.internacional@ehu.es](mailto:helpcentre2.internacional@ehu.es)**

**Campus of Biscay (Bilbao): [helpcentre3.internacional@ehu.es](mailto:helpcentre3.internacional@ehu.es)**

**Campus of Gipuzkoa: [helpcentre4.internacional@ehu.es](mailto:helpcentre4.internacional@ehu.es)**

Proposal of FUB degree programmes which can participate in the agreement mobility

**Bachelor in Economics and Social Sciences**

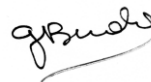
**Bachelor in Economics and Management**

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**25.10.2012**

**Name and Signature of the Professor**



## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

Strategisches Management	6	Strategic Management	7	E&M 270
EU- Wirtschaftspolitik	6	Politica economica	6	E&M 270
Mikroökonomie	6	Economics 1	8	E&M 270
Makroökonomie	6	Economics 2	8	E&M 270
Industrieökonomik	6	Economia industriale	6	E&M 270
Europäische Wirtschaftspolitik	6	Politica economica	6	E&M 270
Angewandte Ökonometrie I	6	Econometrics	7	E&M 270
Internationales Management	6	Management of Multinationals	7	E&M 270
Internationale Markstrategien	6	International Management	8	Master E
Health economics	6	Optional Course	8	Master E
Social choice and welfare	6	Introduction to Public Policy	6	PPE 270
Finanzwissenschaft	6	Finanzwissenschaft	7	Master Sett Pubb
Fondations of European law	4	Law of European union and of ist member states	6	Master Sett Pubb
Strategisches Management	6	M2 - Human resource of management	6	Master Sett Pubb
Makroökonomie Z1+Z2	6+	27061- M1 + M2	6	Master Sett Pubb
Einführung in die Volkswirtschaftslehre	6+	27061- M1 + M2	6	Master Sett Pubb
Produktion und Logistik	6	Operations management	7	E&M 270
Konzernbilanzen	6	Konzernrechnungslegung	7	E&M 270
Einführung ins Marketing	6	Marketing	7	E&M 270
Angewandte Ökonometrie I	6	Econometrics, Econometrics for PPE	7	E&M 270, PPE 270
Europarecht II		Economic law	6	PPE 270
Verhaltensökonomie	6	Optional Course	5	E&M 270, PPE 270
Einführung ins Marketing		Marketing	7	E&M 270

Personal academic tutoring for the students by the partner university: name, contact details and availability

**Dr. Torsten Szobries**

Teamleiter, ERASMUS Hochschulkoodinator

Mittelweg 177, Raum S 1048, 20148 Hamburg

Tel.: +49 40 42838-7932

Fax: +49 40 427977-607

E-Mail: [torsten.szobries@verw.uni-hamburg.de](mailto:torsten.szobries@verw.uni-hamburg.de)

**Sabine Hübner**

University of Hamburg, School of Business, Economics and Social Sciences, International Office,  
Deputy Director

Von-Melle-Park 5, Room 1067,

D-20146 Hamburg

Tel: ++49 40 42838 5348

Fax: ++49 40 42838 4150

E-mail: [sabine.huebner@wiso.uni-hamburg.de](mailto:sabine.huebner@wiso.uni-hamburg.de)

Information about assessment methods and grading scale with statistical distribution at the partner  
The university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

"Sehr Gut" (1) = Very Good;

"Gut" (2) = Good;

"Befriedigend" (3) = Satisfactory;

"Ausreichend" (4) = Sufficient;

"Nicht ausreichend" (5) = Non-Sufficient/Fail.

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

For Bachelor German B2

For Master German wished but not required; English C1

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

For bachelor students none, but for master students:

Erasmus students who wish to participate in the M.Sc. Economics for one or two semesters need to fulfill the following requirements:

1. English Language Skills:

Your English Language Skills may be documented through the following tests:

proof of a Bachelor degree (or equivalent) in a college or university programme taught in English,  
or

TOEFL internet-based test: 90points

alternatively

International English Language Testing System (IELTS) - Academic: Band 6,5, Good Competent user

Cambridge Certificate of Advanced English (CAE): Results A,B,C

Cambridge Certificate of Proficiency in English (CPE): Results A,B,C

Cambridge Higher Business English Certificate (BEC) Results A,B,C

Common European Framework of Reference for Languages (CEFR )Level C1

German Language Skills are not required but recommended.

1. Sufficient training in advanced economic analysis

Your transcript of records must document the following type of courses with an average grade of at least "good" (equivalent to 'B-' ECTS grade/2,5 German grade scale):

two lectures in general economics, i.e. basic micro- and macroeconomics,

three lectures in mathematics, statistics and econometrics, of which there is at least one in mathematics and one in statistics, or econometrics

four lectures on advanced topics in economics, of which at least one must cover predominantly theoretical and one predominantly applied issues.

**Calendar information:**

- 1)** Nominations of students must reach the receiving institution by: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 2)** Applications documents of nominated students must reach the receiving institution by : - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 3)** Please indicate the starting and ending date of each term: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 4) If the (name of the receiving institution) makes an extra selection of our students, it will send its decision to FUB within (X) weeks
- 5) A Transport of Records will be issued by the receiving institution no later than (X) weeks after the assessment period as finished at the receiving HEI institution (not longer than 5 weeks according to the Erasmus charter for HEI)

**Other information**

- VISA: contact details mail and phone and Website for information.
- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)

<http://www.uni-hamburg.de/internationales/studieren-im-ausland/programme/erasmus/team-erasmus.html>

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- Accommodation
- Language courses
- Canteen
- Library
- Computer rooms
- Other: \_\_\_\_\_

<http://www.uni-hamburg.de/internationales/studieren-im-ausland/programme/erasmus/team-erasmus.html>

Proposal of FUB degree programmes which can participate in the agreement mobility

Economics and Management

Economics of Social Sciences

Tourism

Master Public sector

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

07-11-2013

A handwritten signature in blue ink, appearing to read "Prof. Daniel", is written over the "Name and Signature of the Professor" label.

## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

To be checked by the professor in charge of the agreement:

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

"Wissenschaftliche Propädeutik" (5-11 ECTS)

"Logik der Sprache" (6 ECTS)

"Erkennen und Verstehen" (5-10 ECTS) [PPE: "Wissenschaftstheorie" – 5 ECTS]

"Individuum und Gesellschaft" (5-10 ECTS) [PPE: "Grundfragen der Ethik" – 6 ECTS]

"Wahrnehmung und Künste" (8 ECTS)

"Kultur und Medien" (8 ECTS)

"Texte und Positionen" (5-11 ECTS) [PPE: "Principles of Philosophy" – 10 ECTS]

"Grundlagen der Betriebswirtschaftslehre 1" (6 ECTS) [PPE: "Allgemeine BWL" – 8 ECTS]

"Grundlagen der Betriebswirtschaftslehre 2" (6 ECTS)

"Internationale Beziehungen 1" (9 ECTS)

"Internationale Beziehungen 2" (6 ECTS)

"Theorien in der Politikwissenschaft" (9 ECTS) [PPE: "Political Science 1" – 8 ECTS]

"Komparative Politikwissenschaft" (6 ECTS) [PPE: "Political Science 2" – 7 ECTS]

"Politische Systeme 2" (6 ECTS)

+ German and English as a foreign language [PPE: 3 + 3 ECTS]

N.B. This list is **not** exhaustive. As a principle, the University Hildesheim allows students to take all courses offered by the University, irrespectively of the Institute or Academic unit that has signed the agreement. Given the interdisciplinary character of this agreement, it is advisable that our University should offer the same opportunity to incoming students.

Personal academic tutoring for the students by the partner university: name, contact details and availability

Anna Berres, MA  
Universität Hildesheim  
Institut für Philosophie  
Marienburger Platz 22  
D-31141 Hildesheim  
Tel: +49 (0)5121 - 883 21100

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

<https://www.uni-hildesheim.de/io/incomings/infos-fuer-auslaendische-programmstudierende/lehrveranstaltungen-und-ects/#c4661>



Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

German B1

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution)

/

Calendar information:

- 1) Nominations of students must reach the receiving institution by: 1 July - autumn term; - 1 January - spring term;
- 2) Applications documents of nominated students must reach the receiving institution by : 1 July - autumn term; 1 January - spring term;
- 3) Please indicate the starting and ending date of each term: ca. 15.10-15.02. (class time) - autumn term (official term time: 01.10.-31.03); ca. 15.04.-15.07 (class time) - spring term (official term time: 01.04.-30.09.);
- 4) There is no extra selection of FUB students at the Universität Hildesheim.
- 5) A Transport of Records will be issued by the receiving institution no later than 12 weeks after the assessment period as finished at the receiving HEI institution.

Other information

- VISA: contact details mail and phone and Website for information.

Staff IOIN

[ioin@uni-hildesheim.de](mailto:ioin@uni-hildesheim.de)

Tel.: 0049 5121 883 92010

[http://www.auswaertiges-amt.de/sid\\_FCE42D0ABCD78CFE4521C4E474DFD664/EN/EinreiseUndAufenthalt/Visabestimmungen\\_node.html](http://www.auswaertiges-amt.de/sid_FCE42D0ABCD78CFE4521C4E474DFD664/EN/EinreiseUndAufenthalt/Visabestimmungen_node.html)

- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)

Ulrike Bädecker-Zimmermann

[baezi@uni-hildesheim.de](mailto:baezi@uni-hildesheim.de)

Tel. 0049 5121 883 92006

<http://www.uni-hildesheim.de/en/io/incomings/information-for-international-exchange-students/general-information/32-the-introductory-week/#c5133>

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- o Accommodation – If asked, the International Office can arrange an accommodation, see <https://www.uni-hildesheim.de/io/incomings/infos-fuer-auslaendische-programmstudierende/allgemeine-informationen/22-wohnmoeglichkeiten-in-hildesheim/>
- o Language courses – offered: <https://www.uni-hildesheim.de/io/incomings/>

- Canteen – present: <http://www.stw-on.de/hildesheim/essen/menus/mensa-uni>
- Library – on campus: <http://www.uni-hildesheim.de/bibliothek/>
- Computer rooms – available: <http://www.uni-hildesheim.de/rz/it-infrastruktur/poolraeume/>
- Other: \_\_\_\_\_

Proposal of FUB degree programmes which can participate in the agreement mobility

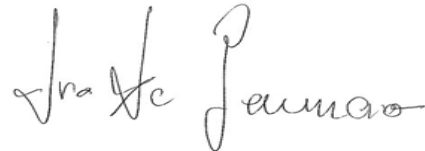
Economics and Social Sciences (Philosophy, Politics and Economics)

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**October 22, 2013**

**Name and Signature of the Professor**



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## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

**Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.**

### List of compatible courses

Recommended language skills for all courses: Spanish, B1

FUB				ULPGC				
Course name	CP	Degree Course	Year	Course name	CP	Code	Year	Semester
Communication Skills and Leadership	4	L-18	2	HABILIDADES DIRECTIVAS	6	41314	2	1
Economic Policy	6	L-18	2	ECONOMÍA Y POLÍTICAS PÚBLICAS I	6	40724	3	1
Financial Analysis	7	L-18	2	VALORACIÓN Y COMBINACIÓN DE NEGOCIOS	3	40537	4	1
				INVERSIONES FINANCIERAS	3	40536	4	1
Strategia d'impresa	7	L-18	3	ESTRATEGIA EMPRESARIAL	6	40523	3	1
Auditing	7	L-18	3	AUDITORIA	6	40544	4	2
Management of Multinationals	7	L-18	3	DISTRIBUCIÓN COMERCIAL Y GESTIÓN DE VENTAS	3	40535	4	1
				DIRECCIÓN DE EMPRESAS INTERNACIONALES	3	40538	3	1
Consumer Behaviour	7	L-18	3	ANÁLISIS ECONÓMICO DEL COMPORTAMIENTO DEL CONSUMIDOR	6	40739	4	2
Operations Management	7	L-18	3	DIRECCIÓN DE PRODUCCIÓN Y OPERACIONES I	6	40512	2	1
Banking and Corporate Finance	7	L-18	3	FINANZAS CORPORATIVAS II	6	40520	3	1
Econometrics	7	L-18	3	INTRODUCCIÓN A LA ECONOMETRÍA	6	40526	3	2
Tourism Economics	6	L-18 BK	2	FUNDAMENTOS DE ECONOMÍA Y TURISMO	6	41301	1	1
Destination development	6	L-18 BK	2	ANÁLISIS Y PLANIFICACIÓN TURÍSTICA DEL TERRITORIO	6	41329	4	1
Communication Skills and Strategies	6	L-18 BK	2	HABILIDADES DIRECTIVAS	6	41314	2	1
Management of Travel and Transport Organizations	6	L-18 BK	2	TURISMO Y TRANSPORTE	6	41312	2	1
Statistics and Methods of Empirical Research	7	L-18 BK	2	ESTADÍSTICA BÁSICA APLICADA AL SECTOR TURÍSTICO	6	41302	1	1
Financial and Operations Decision Making	6	L-18 BK	3	FINANZAS CORPORATIVAS I	6	40516	4	1
Strategic marketing and management in tourism	6	L-18 BK	3	DIRECCIÓN ESTRATÉGICA DE EMPRESAS Y DESTINOS TURÍSTICOS	6	41328	4	1
Sustainable Tourism and Rural Development	6	L-18 BK	3	TURISMO Y DESARROLLO SOSTENIBLE	6	41321	3	1

The full list of courses provided by the institution can be found at the following websites, and reported in the attached document.

*Grado en Administración y Dirección de Empresas (Business)*

[http://www.ulpgc.es//index.php?pagina=estudios&ver=weees002&tipoplan=&codigo=151\\_4005\\_40\\_00](http://www.ulpgc.es//index.php?pagina=estudios&ver=weees002&tipoplan=&codigo=151_4005_40_00)

*Grado en Economía (Economics)*

[http://www.ulpgc.es//index.php?pagina=estudios&ver=weees002&tipoplan=&codigo=151\\_4007\\_4000](http://www.ulpgc.es//index.php?pagina=estudios&ver=weees002&tipoplan=&codigo=151_4007_4000)

*Grado en Turismo (Tourism)*

[http://www.ulpgc.es//index.php?pagina=estudios&ver=weees002&tipoplan=&codigo=151\\_4013\\_4000](http://www.ulpgc.es//index.php?pagina=estudios&ver=weees002&tipoplan=&codigo=151_4013_4000)

**Personal academic tutoring for the students by the partner university: name, contact details and availability**

Ms. Fabián Déniz, Responsibility Institutional Coordinator

Phone: + 34 928458029; Fax: + 34 928458949; Email: dimov@ulpgc.es

Ms. Leticia Díaz, Responsibility Head of the International Office at ULPGC

Phone: + 34 928457443; Fax: + 34 928458949; Email: relint@ulpgc.es

Mr. Juan Carlos Martín, Responsibility Vice-dean for International Relations - Faculty of Economics, Business and Tourism

Phone: + 34 928452793; Fax: + 34 928459885; Email: vri\_feet@ulpgc.es

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)

A link to a web page can be enough.

ECTS/Local Grading System		ECTS Grading System	
Spanish grade	Description	Spanish grade	Description
9-10	Excellent	A	Excellent
8	Very Good	B	Very Good
7	Good	C	Good
6	Satisfactory	D	Satisfactory
5	Sufficient	E	Sufficient
0-4	Fail	FX / F	Fail
		Blank	Non attendance

**Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.**

Type of mobility	Subject area	Language(s) of instruction	Recommended language of instruction level *
Student Mobility for Studies	Any	Spanish	B1
Staff Mobility for Teaching	Any	Spanish and/or English	B2
Staff Mobility for Training	Any	Spanish and/or English	B2

\* Level according to Common European Framework of Reference for Languages (CEFR), see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

**Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).**

incoming	outgoing
<ul style="list-style-type: none"> <li>• Language skills recommended</li> <li>• No additional requirement or pre-requisites are necessary for admission to our courses</li> </ul>	<ul style="list-style-type: none"> <li>• Motivation</li> <li>• Academic achievements</li> <li>• Language skills</li> </ul>

University of Las Palmas de Gran Canaria is prepared to welcome students or staff with visual or hearing impairment. However, a few of the buildings are not accessible for students or staff with serious physical impairments (esp. serious walking impairment; wheelchair bound).

**Calendar information:**

**Nomination deadlines**

Applications/information on students nominated must reach the institution by:

<b>Autumn term</b>	Institutions until 31 May (nominations) / Students until 15 June (applications)
<b>Spring term</b>	Institutions until 30 November (nominations) / Students until 15 December (applications)

**Decision Response**

Decision will be sent within 4 weeks.

**Transcripts of Records**

A Transcript of Records will be issued no later than 5 weeks after the assessment period has finished at the institution.

**Other information**

- **VISA: contact details mail and phone and Website for information.**

The 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.

Information and assistance can be provided by the following contact points and information sources:

<b>Contact person</b>	Ms. Leticia Díaz
<b>Responsibility</b>	Head of the International Office at ULPGC
<b>Contact details</b>	Phone:+ 34 928457443; Fax:+ 34 928458949; Email:relint@ulpgc.es
<b>Website</b>	<a href="http://www.movilidad.ulpgc.es/index.php?option=com_content&amp;view=article&amp;id=263&amp;Itemid=301">http://www.movilidad.ulpgc.es/index.php?option=com_content&amp;view=article&amp;id=263&amp;Itemid=301</a>

- **Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)**

The institution will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

The institution will inform incoming students/staff of cases in which insurance cover is not automatically provided.

Information and assistance can be provided by the following contact points and information sources:

Contact person	Ms. Leticia Díaz
Responsibility	Head of the International Office at ULPGC
Contact details	Phone:+ 34 928457443; Fax:+ 34 928458949; Email:relint@ulpgc.es
Website	<a href="http://www.movilidad.ulpgc.es/index.php?option=com_content&amp;view=article&amp;id=263&amp;Itemid=301">http://www.movilidad.ulpgc.es/index.php?option=com_content&amp;view=article&amp;id=263&amp;Itemid=301</a>

**Clear documentation on facilities and services for students/professors at the partner university (please complete):**

○ **Accommodation**

The institution will guide incoming student/staff 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:

Contact person	Ms. Leticia Díaz
Responsibility	Head of the International Office at ULPGC
Contact details	Phone:+ 34 928457443; Fax:+ 34 928458949; Email:relint@ulpgc.es
Website	<a href="http://www.movilidad.ulpgc.es/index.php?option=com_content&amp;view=article&amp;id=263&amp;Itemid=301">http://www.movilidad.ulpgc.es/index.php?option=com_content&amp;view=article&amp;id=263&amp;Itemid=301</a>

○ **Facilities and services**

**Detailed information is reported by the following websites**

[http://www.movilidad.ulpgc.es/index.php?option=com\\_content&view=article&id=263&Itemid=301](http://www.movilidad.ulpgc.es/index.php?option=com_content&view=article&id=263&Itemid=301)

<http://imp.ulpgc.es/>

<http://www.ulpgc.es/index.php?pagina=sie&ver=inicio>

**Proposal of FUB degree programmes which can participate in the agreement mobility**

Bachelor in Economics and Management

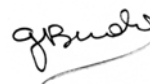
Bachelor in Tourism, Sport and Event Management

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

\_\_\_\_\_ 06/11/2013 \_\_\_\_\_



## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

03.184.3120	Mikroökonomie I	9		Economics 1, Economics 1 for PPE	8	E&M 270, PPE 270
03.184.3130	Makroökonomie I	9		Economics 2	8	E&M 270, PPE 270
03.184.4140	International Trade: Theory and Policy			International Economics	8	E&M 270
03.184.4141	International Trade: Theory and Policy (Übung)					PPE 270
03.184.3230	Finanzwirtschaft	7		Financial Analysis	7	E&M 270
03.184.4115	Öffentliche Finanzen	6		Public Economics	6	PPE 270
03.184.3220	Absatzwirtschaft	7		Marketing	7	E&M 270
03.184.3260	Externes Rechnungswesen	7		Introduction to Accounting	8	E&M 270
03.184.4235	Corporate Finance	6		Banking and Corporate Finance	7	E&M 270
03.184.4405	Mikroökonometrie			Econometrics, Econometrics for PPE		E&M 270, PPE 270

Personal academic tutoring for the students by the partner university: name, contact details and availability

**Dr. Birgit Weiss**

Central management of the ERASMUS+ programme  
Teaching Staff Mobility, Staff Mobility, Bilateral Agreements

Phone: +49613139 22902

Ms Lenka Tucek

Contact person for outgoing students

Phone: +49613139 20039

Ms Silke Jennerich

Contact person for incoming students

Phone: +49613139 26288

Fax: +49 6131 39 27018 Email: [erasmus@international.uni-mainz.de](mailto:erasmus@international.uni-mainz.de)

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

It was not provided by partner university (they will send more information later on, they wrote)

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

German B1

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

None

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- Accommodation
- Language courses
- Canteen
- Library
- Computer rooms
- Other: \_\_\_\_\_

<http://sis-mainz.de/>

Proposal of FUB degree programmes which can participate in the agreement mobility

Economic and Management

Social Sciences

Tourism

Master public sector

Master entrepreneurship and innovation

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

\_\_\_\_\_ **07.11.2013** \_\_\_\_\_





## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

Grundlagen der VWL	8	Economics 1, Economics 1 for PPE	8	E&M 270, PPE 270
Makroökonomik A	9	Economics 2	8	E&M 270
Finanzwirtschaft	6	Financial analysis	7	E&M 270
Finance	6	Financial markets and institution for PPE	8	PPE
Corporate Finance and Risk management	6	Financial Risk Management	7	E&M 270
Internationale Ökonomik	6	International Economics	8	E&M 270
Management accounting	6	Internes Rechnungswesen	7	EC new
Controlling	6	Konzernrechnungslegung	7	E&M 270
Marketing I	6	Marketing	7	E&M 270
Operation management	6	Operations management	7	E&M 270
Production and operations management	6	Operations management	7	E&M 270
Energieökonomik	5	Optional Course	6	E&M 270
Grundprobleme der Ethik	6	Grundfragen der Ethik	6	PPE 270
Human resource management	4	Human Resources and Organisation	6	E&M 270, PPE 270
International Accounting	6	Intermediate Financial Accounting	7	E&M 270
Statistik II	8	Statistics, Statistics for PPE	8	E&M 270, PPE 270
Strategic and international management	6	Strategic management	7	E&M 270
Wirtschaftsgeschichte des Nationalsozialismus	7	Wirtschaftsgeschichte	6	E&M 270
Handels- und Gesellschaftsrecht	8	Diritto commerciale	6	EC
Finanzwissenschaft	8	Public Economics	6	PPE 270

Personal academic tutoring for the students by the partner university: name, contact details and availability

**Ms. Kerstin Bach,**  
Erasmus Institutional Coordinator  
INTERNATIONAL OFFICE  
University of Mannheim  
68131 Mannheim  
Phone: +49 (0) 621 181 1160  
Email: [bach@verwaltung.uni-mannheim.de](mailto:bach@verwaltung.uni-mannheim.de)  
Fax: +49 (0) 621 181 1161  
E-mail: [aaa@verwaltung.uni-mannheim.de](mailto:aaa@verwaltung.uni-mannheim.de)  
Departmental contact:

**Ms. Yvonne Hall,**  
Business School  
Dean's Office L5, 5, 68131 Mannheim  
Phone: +49-(0)621-181-1474 Fax: +49-(0)621-181-1471  
Email: [hall@bwl.uni-mannheim.de](mailto:hall@bwl.uni-mannheim.de)

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)

A link to a web page can be enough.

1,0 - 1,5 excellent

1,6 - 2,0 very good

2,1 - 2,5 good

2,6 - 3,5 satisfactory

3,6 - 4,0 sufficient

4,1 - 5,0 non-sufficient/fail

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

English B1 German B2

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

**Calendar information:**

- 1)** Nominations of students must reach the receiving institution by: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 2)** Applications documents of nominated students must reach the receiving institution by : - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 3)** Please indicate the starting and ending date of each term: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 4)** If the (name of the receiving institution) makes an extra selection of our students, it will send its decision to FUB within (X) weeks
- 5)** A Transport of Records will be issued by the receiving institution no later than (X) weeks after the assessment period as finished at the receiving HEI institution (nor longer than 5 weeks according to the Erasmus charter for HEI)

<p>Other information</p> <ul style="list-style-type: none"> <li>- VISA: contact details mail and phone and Website for information.</li> <li>- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)</li> </ul> <p><a href="http://www.uni-mannheim.de/aaa">www.uni-mannheim.de/aaa</a></p>
<p>Clear documentation on facilities and services for students/professors at the partner university (please complete):</p> <ul style="list-style-type: none"> <li>o Accommodation</li> <li>o Language courses</li> <li>o Canteen</li> <li>o Library</li> <li>o Computer rooms</li> <li>o Other: _____</li> </ul> <p><a href="http://www.uni-mannheim.de/aaa">www.uni-mannheim.de/aaa</a></p>
<p>Proposal of FUB degree programmes which can participate in the agreement mobility</p> <p>Bachelor: Economic and Management and Economics and Social Sciences</p>

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

\_\_\_07-11-2013\_\_\_



**Marmara Üniversitesi**

**Courses at the partner university:** (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

[illegible][illegible]


Personal academic tutoring for the students by the partner university: name, contact details and availability

Assoc. Prof. Dr. Mahmut Tekçe

Marmara University Goztepe Campus

Faculty of Economics

Department of Economics in English

Kuyubası/Istanbul-TURKEY 34722

Phone: +902165414021(ext.1112)

Fax: +902165414021ext.1115)

Email: mtekce@marmara.edu.tr

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)

A link to a web page can be enough.

<b>ECTS Grade</b>	<b>Marmara University Marks/Letter Grades/ Coefficient</b>	<b>Definition</b>
A	90-100 / AA / 4.00	EXCELLENT - outstanding performance with only minor errors
B	85-89 / BA / 3.50	VERY GOOD - above the average standard but with some errors
	80-84 / BB / 3.00	
C	75-79 / CB / 2.50	GOOD - generally sound work with a number of notable errors
	65-74 / CC / 2.00	
D	55-64 / DC / 1.50	SATISFACTORY - fair but with significant shortcomings
E	50-54 / DD / 1.00	SUFFICIENT - performance meets the minimum criteria
FX	45-49 / FD / 0.50	FAIL - some more work required before the credit can be awarded
F	0-44 / FF / 0.00	FAIL - considerable further work is required

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

Minimum B1 is recommended

No certificate required for admission

Any additional requirement in order to be admitted to courses at the partner university (eg:

minimum number of credits required to be admitted by the partner institution).

The International/Erasmus Office offers a special Turkish Language Course (5 ECTS) free of charge for incoming students each semester in two different levels. In this way, the international students easily and quickly adapt to the daily life in Turkey, as well as into the academic world of our university.

Orientation Days are organized for exchange students for having a better start to their studies in our university. Participation is recommended.

#### Calendar information:

**1)** Nominations of students must reach the receiving institution by:

- autumn term: 15<sup>th</sup> May, later nominations can be accepted;
- spring term: 25<sup>th</sup> October, later nominations can be accepted;

**2)** Applications documents of nominated students must reach the receiving institution by :

After having received the application form the Letter of Acceptance will be send within 6 weeks.

**3)** Please indicate the starting and ending date of each term:

Autumn	Spring
~ 15.09. -31.1	~ 9.2 - 30.6

**4)** no later than the end of March for the 1<sup>st</sup> semester students, and no later than the end of September for the 2<sup>nd</sup> semester and full year students, after the assessment period has finished.

#### Other information

- VISA: contact details mail and phone and Website for information.

International Office

Erasmus Incoming Department

erasmus.incoming@marmara.edu.tr

Phone: +90 216 345 2167

<http://international.marmara.edu.tr/>

- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)

International Office

Erasmus Incoming Department

erasmus.incoming@marmara.edu.tr

Phone: +90 216 345 2167

<http://international.marmara.edu.tr/>

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- Accommodation
- Language courses
- Canteen
- Library
- Computer rooms

○ Other: \_\_\_\_\_

<http://international.marmara.edu.tr/>

Proposal of FUB degree programmes which can participate in the agreement mobility

L-18

L-33

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

\_\_\_\_\_

**Lucie Courteau**

\_\_\_\_\_

## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### Economics and social sciences (L-33)

Course at U. Namur	ECTS	Course FUB	ECTS
Statistique	6	Statistica per SES	8
Economie politique	7	Political economics for PPE	8
Economie industrielle	3	Industrial economics	6
Econometrie et analyse multivariée	6	Econometrics for PPE	7
ECON B374 Imperfections du marché et rôle de l'État	5	Diritto dell'economia	6
DROI B322 Fondements économiques de la réglementation	5	Diritto dell'economia	6
EPOL N366 Comparative Politics	6	Political science 2	7
Macroéconomie	6	Economics 2 for PPE	8
Compatibilité financière	8	Finanzmärkte und Vermittlung	8
Marketing management	4	Optional	4
Modèles de calcul et bases de Données	4	Information system and data management	3
Probabilité et inférence statistique	7	Statistica per SES	8
Relations économiques internationales	3	Internationale Volkswirtschaftslehre	8
ECGE M 740 Etique de l'économie et des affaires	5	Business Ethics	6
ELON B 374 Imperfections du marché et rôle de l'Etat	3	Public Economics	6
ECGEB371 Monnaie et finance	5	Financial markets and Institutions for PPE	8

### Economics and Management (L-18 BZ)

	Macroéconomie	6	Economics 2	8
	Marketing management + Comportement au consommateur	4+5	Marketing	7
	Probabilité et inférence statistique	6	Statistica	6
M103	Strategic management	5	Strategic management	7
ELON B 374	Imperfections du marché et rôle de l'Etat	3	Public Economics	6
	Économétrie & Analyse multivariée	5	Econometrics	7
	Statistique	6	Statistics	6
	Economie industrielle	3	Industrial economics	6
	Modèles de calcul et bases de Données	4	Information system and data management	3
ECGEB371	Monnaie et finance	5	Optional	8



ECGEB382	Comptabilité de gestion	5	Controlling	7
ECGEB383	Gestion financière	5	Financial analysis	7
<p>Personal academic tutoring for the students by the partner university: name, contact details and availability</p> <p>- Mr. Henrich Brunke, Institutional Erasmus Coordinator (<a href="mailto:henrich.brunke@unamur.be">henrich.brunke@unamur.be</a>; +32 81 72 40 08)</p>				
<p>Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems) A link to a web page can be enough.</p> <p><a href="http://www.unamur.be/en/international/exchange/transcript%20of%20records/view">http://www.unamur.be/en/international/exchange/transcript%20of%20records/view</a></p>				
<p>Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.</p> <p>B1 in English. B1 in French, if courses taught in French are included in Learning</p>				

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

Calendar information:

- 1)** Nominations of students must reach the receiving institution by:

Autumn	Spring
30 April	15 October

- 2)** Applications documents of nominated students must reach the receiving institution by :

Autumn	Spring
15 Mai	15 November

- 3)** Please indicate the starting and ending date of each term: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

Autumn	Spring
~15.09. – 31.01.	~01.02. – 28.06

- 4)** If the (name of the receiving institution) makes an extra selection of our students, it will send its decision to FUB within (X) weeks

The University of Namur will send its decision within 4 weeks of the receipt of the nomination / application in case the nominated / applying student cannot be accepted

- 5)** A Transport of Records will be issued by the receiving institution no later than (X) weeks after the assessment period as finished at the receiving HEI institution (nor longer than 5 weeks according to the Erasmus charter for HEI

A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the assessment period has finished at the receiving HEIs

Other information

- VISA: contact details mail and phone and Website for information.

Mr Henrich Brunke <a href="mailto:Henrich.brunke@unamur.be">Henrich.brunke@unamur.be</a>	<a href="http://www.unamur.be/en/international/exchange">http://www.unamur.be/en/international/exchange</a>
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- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)

Mr. Henrich Brunke <a href="mailto:Henrich.brunke@unamur.be">Henrich.brunke@unamur.be</a>	<a href="http://www.unamur.be/en/international/exchange">http://www.unamur.be/en/international/exchange</a>
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Clear documentation on facilities and services for students/professors at the partner university

(please complete):

- Accommodation
- Language courses
- Canteen
- Library
- Computer rooms
- Other: \_\_\_\_\_

Mr. Henrich Brunke

[Henrich.brunke@unamur.be](mailto:Henrich.brunke@unamur.be)

<http://www.unamur.be/en/international/exchange>

Proposal of FUB degree programmes which can participate in the agreement mobility

L-18 Bachelor in Economics and management

L-33 Bachelor in Economics and social sciences

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

\_\_\_\_\_

**Name and Signature of the Professor**

**Lucie Courteau**

\_\_\_\_\_

## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### Economics and Management (L-18 BZ)

MGMT402	Strategy	6	Strategic management	7
ACCT301	Managerial accounting	6	Management Accounting and control	7
ACCT411	Internal auditing	6	Optional course	6
	International marketing	6	International Marketing	7
FIN302	Corporate Finance	6	International Finance	7
	Financial Econometrics	6	Econometrics of financial markets	7
FIN 411	Derivative instruments and financial risk management	6	Management von Finanzrisiken	7
OPER 202	Operation management	6	Operation management	7
EEE 211	Energy environment and economy for sustainable	6	Optional course	6
TURK 101	Turkish for foreigners	4	Optional course	4
ECON102	Macroeconomics	6	Economics 2	8
ENTR 306	International Entrepreneurship	6	International management	7
FIN202	Finance	6	Financial analysis	7
MIS 101	Introduction to Information Systems and Technologies	6	Information systems and data management	5
MKTG201	Marketing	6	Marketing	7
MKTG 312	Integrated Marketing Communications	6	International marketing	7
ECON 304	Industrial Organization	6	Industrial economics	6
FIN 421 -	International Financial Markets	6	International finance	7
MKTG 415	Consumer Behavior	6	Consumer behaviour	7

### Economics and Social Sciences (L-33)

ECON102	Macroeconomics	6	Economics 2 for PPE	8
ECON203	Money and Banking	6	Financial markets and Institutions for PPE	8
ECON 207	History of Economics I	6	History of economic thought for PPE	6
ECON205	Statistics for Economics I	6	Statistics	8
ECON301	Financial Econometrics	6	Econometrics	7
IR 311	International Conflict Analysis	6	Political science 2	7
MIS 101	Introduction to Information Systems and Technologies	6	Information systems and data management	3
EEE 211	Energy environment and economy for sustainable	6	Optional course	6
TURK 101	Turkish for foreigners	4	Optional course	4
IR 313	Clashing Views: Current Issues in Politics and Society	4	Optional course	4

Personal academic tutoring for the students by the partner university: name, contact details and availability

Esin Aksay  
Coordinator, International Relations  
Erasmus Institutional Coordinator  
[esin.aksay@ozyegin.edu.tr](mailto:esin.aksay@ozyegin.edu.tr)

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

<http://www.ozyegin.edu.tr/ULUSLARARASI/LLP-Erasmus/ECTS-DS?lang=en-US>

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

English B1

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

None

Calendar information:

- 1) Nominations of students must reach the receiving institution by: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

Autumn	Spring
June	November

- 2) Applications documents of nominated students must reach the receiving institution by : - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

Autumn	Spring
15 July	30 November

- 3) Please indicate the starting and ending date of each term: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

Autumn	Spring
23.09 – 22.01	13.02 – 11.06

- 4) Özyeğin Üniversitesi makes no extra selection of our students.

- 5) A Transport of Records will be issued by the receiving institution no later than (X) weeks after the assessment period as finished at the receiving HEI institution (nor longer than 5 weeks according to the Erasmus charter for HEI

For the first semester students: Beginning of February; for the second semester and full academic year students: End of June

Other information

- VISA: contact details mail and phone and Website for information.

[international.relations@ozyegin.edu.tr](mailto:international.relations@ozyegin.edu.tr)

Turkish Embassies or Consulates abroad  
<http://www.mfa.gov.tr/sub.en.mfa?6edc6114-ba75-452d-a7ac-f6d691603318>

- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)

[international.relations@ozyegin.edu.tr](mailto:international.relations@ozyegin.edu.tr)

<http://www.ozyegin.edu.tr/Files/2013/international/Ozyegin-University-Fact-Sheet-13-14.pdf>

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- Accommodation
- Language courses
- Canteen
- Library
- Computer rooms
- Other: \_\_\_\_\_

<http://www.ozyegin.edu.tr/OzUDE-YASAM/Modern-Ogrenci-Yurtlari?lang=en-US>

<http://www.ozyegin.edu.tr/Files/2013/international/Ozyegin-University-Fact-Sheet-13-14.pdf>

Proposal of FUB degree programmes which can participate in the agreement mobility

L-18 BZ

L-33

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

\_\_\_\_\_

**Name and Signature of the Professor**

**Lucie Courteau**

\_\_\_\_\_

## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

University of Rijeka				Free University of Bolzano	
Course	ECTS	Language	Semester	Course	ECTS
Accounting	9	English	Winter S.	Introduction to Accounting	8
Tourism Economics	9	English	Winter S.	Tourism Economics	6
English in Tourism (Level B2)I	3	English	Summer S.	Specialised Language Course for Economics (English)	3
(Level B2)II	3		Winter S.		
Italian in Tourism (Level B2)I	3	English	Summer S.	Specialised Language Course for Economics (Italian)	3
(Level B2)II	3		Winter S.		
German in Tourism (Level B2)I	3	English	Summer S.	Specialised Language Course for Economics (German)	3
(Level B2)II	3		Winter S.		
Managing Technology in the Hospitality industry	5,5	English	Winter S.	Information systems and data management	6
Management	9	English	Summer S.	Introduction to Management	8
Management of Small and Medium Enterprises	5,5	English	Summer S.	Entrepreneurship – M1 – Strategic Management	6
Investment Management	5,5	English	Summer S.	Financial and operations decision making – M2 – Management accounting	6
Responsibility Accounting	5,5	English	Summer S.	Financial and operations decision making – M1 – Elements of corporate finance	6
Marketing	9	TBA	TBA	Principles of Marketing	6
Mathematics	6	TBA	TBA	Mathematics for Economists A	6
Traffic in Tourism	6	TBA	TBA	Management of Travel and Transport Organizations	6

In the past the following courses were recognized



Personal academic tutoring for the students by the partner university: name, contact details and availability

Prof. Sandra Janković, PhD., Faculty of Tourism and Hospitality Management,  
Primorska 42, Ika, 51410 Opatija,  
Croatia, Tel: 00385 (51) 294 880, [sandrai@fthm.hr](mailto:sandrai@fthm.hr)

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)

A link to a web page can be enough.

[http://www.uniri.hr/index.php?option=com\\_content&view=category&layout=blog&id=173&Itemid=213&lang=en](http://www.uniri.hr/index.php?option=com_content&view=category&layout=blog&id=173&Itemid=213&lang=en)

ECTS grade	% of acquired knowledge, skills and competences		National grade
	undergraduate	graduate	
A	80 – 100 %	90 – 100 %	Excellent (5)
B	70 – 79.9 %	80 – 89.9 %	Very good (4)
C	60 – 69.9 %	70 – 79.9 %	Good (3)
D	50 – 59.9 %	60 – 69.9 %	Sufficient (2)
E	40 – 49.9 %	50 – 59.9 %	Sufficient (2)
FX	30 - 39.9 %	40 – 49.9 %	Insufficient (1)
F	0.0 - 39.9 %	0.0 – 39.9 %	Insufficient (1)

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

English and/or Croatian B2 level

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

Not specified

**Calendar information:**

- 1)** Nominations of students must reach the receiving institution by: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 2)** Applications documents of nominated students must reach the receiving institution by : - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 3)** Please indicate the starting and ending date of each term: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 4)** If the (name of the receiving institution) makes an extra selection of our students, it will send its decision to FUB within (X) weeks
- 5)** A Transport of Records will be issued by the receiving institution no later than (X) weeks after the assessment period as finished at the receiving HEI institution (nor longer than 5 weeks according to the Erasmus charter for HEI)

1. Nominations of students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
HR RIJEKA01	10 <sup>th</sup> June	10 <sup>th</sup> November

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.

**Other information**

- VISA: contact details mail and phone and Website for information.
- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)

VISA Information and assistance are provided by the following contact points and information sources:

Maša Šašinka, Institutional Erasmus Coordinator,  
University of Rijeka,  
Trg braće Mažuranića 10,  
51000 Rijeka  
[international@uniri.hr](mailto:international@uniri.hr);

Nikolina Vaić  
International Relations Office - FTHM

051 294 687 nvaic@fthm.hr  Further information can be obtained contacting: <a href="mailto:vize@mvep.hr">vize@mvep.hr</a>
Insurance Information and assistance are provided by the following contact points and information sources: Maša Šašinka, Institutional Erasmus Coordinator, University of Rijeka, Trg braće Mažuranića 10, 51000 Rijeka <a href="mailto:international@uniri.hr">international@uniri.hr</a> ;  Nikolina Vaić International Relations Office - FTHM 051 294 687 nvaic@fthm.hr
Clear documentation on facilities and services for students/professors at the partner university (please complete): <ul style="list-style-type: none"> <li>○ <u>Accommodation</u></li> <li>○ Language courses</li> <li>○ Canteen</li> <li>○ <u>Library</u></li> </ul> For information about housing, library, canteen, etc. please see attached document. This is a highly informative document that each student interested in visiting the University of Rijeka should read.
Proposal of FUB degree programmes which can participate in the agreement mobility  Bachelor in Tourism Sport and Event Management

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

6 November 2013\_\_\_\_\_

**Linda Osti**



## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

D BERLIN13- Course Number	D BERLIN13- Course Title	CFU	D BERLIN13- Language	I BOLZANO 01 - Course Title	CFU	I BOLZANO 01- Language	I BOLZANO 01- Degree
70621	Grundzüge der Unternehmen- und Konzernstueuern	6	German	Taxation law	7	English	EC 270
701044	Angewandte Ökonometrie	6	German	Econometrics	7	English	EC 270
70665	Basis of international finance	6	English	International finance	7	English	EC 270
70115	Makroökonomie	6	German	Economics for Ppe	8	English	PPE 270
91567	Deutsch C1: Wirtschaftsdeutsch Geschäftskommunikation	5	German	German as a foreign language - advanced specialized	3	German	PPE 270
70665	Basics of international finance	6	English	Finanzmärkte und Vermittlung for PPE	8	German	PPE 270
70801	Angewandte Mikroökonomie/Außerhandel	6	German	Internationale Volkswirtschaftslehre	8	German	PPE 270

Personal academic tutoring for the students by the partner university: name, contact details and availability

Eva Beermann

Humboldt-Universität zu Berlin  
School of Business and Economics  
International Office  
Spandauer Str. 1  
Room 144  
D-10178 Berlin

[www.wiwi.hu-berlin.de/international](http://www.wiwi.hu-berlin.de/international)  
Tel +49 30 2093 5916

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

<https://www.wiwi.hu-berlin.de/international/incomings/studies/courses>

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

<https://www.wiwi.hu-berlin.de/international/incomings/admission/exchange>

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

<https://www.wiwi.hu-berlin.de/international/incomings/admission/exchange>

#### Calendar information:

1. Nominations of students must reach the receiving institution by: autumn term: April 1; - spring term: November 1;
2. Applications documents of nominated students must reach the receiving institution by : - autumn term: May 31; - spring term: November 30;
3. Starting and ending date of each term: - : October 1st – March 31<sup>st</sup> Beginning of October – Mid of February); April 1st – September 30th (Beginning of April – End of July)
4. The Humboldt Berlin makes an extra selection of the students: Students will be assessed upon completion of our online application, deadlines see above;
5. A Transcript of Records will be issued by HU Berlin after the assessment period as finished at the receiving HEI institution (nor longer than 5 weeks according to the Erasmus charter for HEI. Students should allow at least 2 months after their final exam to receive their transcript via post).

#### Other information

- VISA: contact details mail and phone and Website for information.
- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)

[www.international.hu-berlin.de/orbis/visaservice](http://www.international.hu-berlin.de/orbis/visaservice)

Clear documentation on facilities and services for students/professors at the partner university (please complete):

Accommodation [www.international.hu-berlin.de/an\\_die\\_hu/wegweiser/4\\_vor\\_einreise/4\\_4](http://www.international.hu-berlin.de/an_die_hu/wegweiser/4_vor_einreise/4_4)

- o Language courses
- o Canteen
- o Library
- o Computer rooms
- o Other: \_\_\_\_\_

[www.wiwi.hu-berlin.de/international/incomings](http://www.wiwi.hu-berlin.de/international/incomings)

Proposal of degree programmes which can participate in the agreement mobility
Bachelor Economics and Management, Economics and Social Sciences, Tourisms and Sports event management, Master for the Public Sector, Master Entrepreneurship and Innovation

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

**04/12/2013**

A handwritten signature in black ink, reading "Stefania Zappalà". The signature is written in a cursive style with a dot at the end.

## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

Financial Modelling	5	Financial analysis	Eco&Man	7
Wirtschaftsdeutsch	5	Deutsch Grundfachsprache Wirtschaft	Eco&Man	4
International business	5	Management of multinational	Eco&Man	7
Customer management	5	Konsumentenverhalten	Eco&Man	7
Grundlage des Controllings	5	Internes Rechnungswesen	Eco&Man	7
Wirtschafts-und Unternehmensethik	5	Grundfrage der Ethik	Eco&Man	6
International economics	5	International Finance	Eco&Man	7
Organisational behaviour	5	Communication skills and leadership	Eco&Man	4
Consumer behaviour and M.R	5	Consumer Behaviour	Eco&Man	7
Principle of marketing	5	Marketing	Eco&Man	7
Advanced economics and Business ethics	5	Optional	Eco&Man	10
International economics	5	Optional	Eco&Man	8

Personal academic tutoring for the students by the partner university: name, contact details and availability

Dr. Martin Groos, MBA,  
International Office,  
Ostenstraße 26,  
85072 Eichstätt,  
Germany  
intoff@ku.de, +49 8421 93 1593

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

<http://www.ku.de/en/international-office/incoming-students/credit-transfer/>

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

German B1  
English: B2

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

None

Calendar information:

- 1) Nominations of students must reach the receiving institution by:  
15. Mai for winter term  
15. November for summer term
- 2) Applications documents of nominated students must reach the receiving institution by : -  
15. June for winter semester  
15. December for summer term
- 3) Please indicate the starting and ending date of each term: <http://www.ku.de/en/international/incoming-students/academic-calendar/>
- 4) The University does not make an extra selection of the students.
- 5) A Transport of Records will be issued by the receiving institution no later than 6 weeks after the date of the latest exam

Other information

- VISA: contact details mail and phone and Website for information.
- siehe <http://www.ku.de/en/international/incoming-students/visa-residence-permit/>
- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)
- <http://www.ku.de/en/international-office/incoming-students/health-insurance/>

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- o Accommodation
- o Language courses
- o Canteen
- o Library
- o Computer rooms
- o Other: \_\_\_\_\_

. <http://www.ku.de/en/international/incoming-students/>

All information can be found here. However each student receive a welcome mail with all necessary information

Proposal of FUB degree programs which can participate in the agreement mobility

Bachelor Economics and Management  
Bachelor Economics and Social Sciences  
Tourism and Sport Event Management



**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

\_\_\_\_05-12-2013\_\_\_\_\_

A handwritten signature in black ink, appearing to read 'J. Hany', with a large, sweeping loop on the left and a horizontal line extending to the right.

## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

JOMA1207 Competitive Strategy and Industrial Organization	5	Entrepreneurship M-1 Strategic Management	6	L-18 BK, E&M 270
YMAT0211 Sustainable rural and urban tourism	5	Sustainable Tourism and Rural Development	6	L-18 BK, E&M 270
YMAT0222 Developing Destination Experiences	5	Destination development	6	L-18 BK, E&M 270
YMEN1210 Quantitative Methods	5	Statistics and Methods of Empirical Research	7	L-18 BK, E&M 270
SOVP1213 Psychology of Leadership I	5	Entrepreneurship M-2 Leadership	6	L-18 BK, E&M 270
YMAR1216 Special Issues in Marketing	5	Principles of Marketing	7	L-18 BK, E&M 270
YMAT1211 Cultural and Social Studies of Tourism	5	Tourism and Regional Products	6	L-18 BK, E&M 270
YMAT0224 Designing Tourism Services	5	Strategic marketing and management in tourism	6	L-18 BK, E&M 270
YMAT1220 Current Issues in Tourism	5	International Tourism Management	6	L-18 BK, E&M 270
YMAT0113 Responsible Tourism Business	5	Optional Course	6	L-18 BK, E&M 270
TJHA1228 Innovations and change management in organisations	5	Optional Course	6	L-18 BK, E&M 270
YMAT1214 Experience Economy and Innovations in Tourism	5	Optional Course	6	L-18 BK, E&M 270

Personal academic tutoring for the students by the partner university: name, contact details and availability

Ms. Outi Snellman

Director of International Relations

Tel +358-40-501 0209

Fax: +358-16 362 941

E-mail outi.snellman@ulapland.fi

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

5 – Excellent, 4 - Very good, 3 – Good, 2 – Satisfactory, 1 - Sufficient

More information:

[http://www.ulapland.fi/InEnglish/Studies/General\\_Study\\_Information/System\\_Of\\_Study.iw3](http://www.ulapland.fi/InEnglish/Studies/General_Study_Information/System_Of_Study.iw3)

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

B1 (for English); certificate to indicate student's English skills is needed (ie. transcript of records, letter from the home university)

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

NONE

Calendar information:

- 1) Nominations of students must reach the receiving institution by: -autumn term (April 30<sup>th</sup>) (to be adapted in the case of a trimester system); - spring term (September 30<sup>th</sup>) (to be adapted in the case of a trimester system);
  - 2) Applications documents of nominated students must reach the receiving institution by : - autumn term (May 15<sup>th</sup>) (to be adapted in the case of a trimester system); - spring term (October 15<sup>th</sup>) (to be adapted in the case of a trimester system);
  - 3) Please indicate the starting and ending date of each term: - autumn term (from August 1<sup>st</sup> to December 31<sup>st</sup>); - spring term (from January 1<sup>st</sup> to July 31<sup>st</sup>);
  - 4) If the (name of the receiving institution) makes an extra selection of our students, it will send its decision to FUB within (X) weeks - not applicable
  - 5) A Transcript of Records will be issued by the receiving institution no later than (X) weeks after the assessment period as finished at the receiving HEI institution (nor longer than 5 weeks according to the Erasmus charter for HEI)
- Note: Each student can print an unofficial Transcript of Records personally in the WebOODI - system.
- The official Transcript of Records will be sent by the Faculty by the **1st of February** (Autumn Semester) and by the **1st of July** (Full year / Spring Semester)

- VISA: contact details mail and phone and Website for information.  
Citizens of other EEA countries need to register their right to reside in Finland if they plan to stay in Finland for more than three months non-stop.  
Persons from outside the Nordic and the EEA countries who intend to stay in Finland for more than three months (90days) need a residence permit (not visa).  
[http://www.ulapland.fi/InEnglish/Studies/For\\_Admitted\\_Students/Residence\\_Permit\\_and\\_Visa.iw3](http://www.ulapland.fi/InEnglish/Studies/For_Admitted_Students/Residence_Permit_and_Visa.iw3)
- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)  
The University of Lapland's policy on student insurance requires that all international students obtain their own insurance, and that the coverage be valid for the entire duration of the student's stay at the University.  
[http://www.ulapland.fi/InEnglish/Studies/For\\_Admitted\\_Students/Mandatory\\_Insurance.iw3](http://www.ulapland.fi/InEnglish/Studies/For_Admitted_Students/Mandatory_Insurance.iw3)

Clear documentation on facilities and services for students/professors at the partner university (please complete):links?? Copy and paste from agreement

- o Accommodation  
The local student housing foundation Domus Arctica (DAS) offers off campus accommodation for both Finnish and international students.  
[http://www.ulapland.fi/InEnglish/Studies/For\\_Admitted\\_Students/Student\\_Housing.iw3](http://www.ulapland.fi/InEnglish/Studies/For_Admitted_Students/Student_Housing.iw3)

- Language courses  
Available, foreign/exchange students are encouraged to take advantage of language and culture related courses
- Canteen  
University Card through Student Union allows for subsidized lunches at the University restaurants. For student card information see:  
[http://www.lyy.fi/www/index.php?option=com\\_content&view=article&id=37&Itemid=59](http://www.lyy.fi/www/index.php?option=com_content&view=article&id=37&Itemid=59)
- Library  
Unrestricted access provided during opening hours
- Computer rooms  
All international students will receive a personal username for the use of university computers and a university e-mail address upon their arrival.  
Several computer rooms for study related purposes all with internet connection. The computer rooms are open to all the students of the university during the university hours of operation. For students with a laptop, there is also a free wireless internet connection available on university premises.
- Other: Student Union Membership is highly encouraged; it provides for several benefits and discounts; for information see:  
[http://www.lyy.fi/www/index.php?option=com\\_content&view=article&id=37&Itemid=59](http://www.lyy.fi/www/index.php?option=com_content&view=article&id=37&Itemid=59)

Proposal of FUB degree programmes which can participate in the agreement mobility

Tourism-, Sport- and Eventmanagement

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

December 3<sup>rd</sup>, 2013



Professor Dr Oswin Maurer

**QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT**  
**University of Vaasa, Finland**

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

<http://www.uva.fi/en/education/exchange/ib/>

**Economics and social sciences (L-33)**

Course at U. Vaasa	ECTS	Course FUB	ECTS
Economic Thinking in Historical Perspective	5	History of economic thought	6
Public International Law	6	M-1 Public Law	6
Public ethics	8	Business Ethics	6
Corporative business law	6	Economic law	6
Market law	7	Economic law	6
International Business law	6	Economic law	6
Financial markets of the EU	5	Financial markets and institutions	8
Survival swedish	2	Optional	2
Global sourcing and procurement	5	Optional	5
Introduction to electronic publishing	4	Optional	4
Energy economics	5	Optional	5
Diversity management + excursion to St. Petesburg	5+2	Optional	7
Econometrics I	5	Econometrics	7

**Economics and Management (L-18)**

Course at U. Vaasa	ECTS	Course FUB	ECTS
Business Analysis and Valuation	8	Optional	8
International Financial Reporting	8	Intermediate financial accounting	7
Marketing Strategies & Management in CEE	5	International marketing	7
Investments and Finance in Russia + Excursion to Russia	5+2	International finance	7
Corporate Finance	6	Financial analysis	7
Investments	8	Financial analysis	7
Option Theory	8	Financial risk management	7
Econometrics I	5	Econometrics	7
Practical Econometrics for Finance and Economics	6	Econometrics for financial markets	7
Operations research	5	Operations Management	7
Financial markets of the EU	5	Optional	5
Public International Law	6	M-1 Public Law	6
Public ethics	8	Optional	8
Corporative business law	6	Optional	6

Personal academic tutoring for the students by the partner university: name, contact details and availability

Ms Francesca Cucinotta, Head of International Relations  
 University of Vaasa International Office VAASA, FINLAND

P.O.Box 700, 65101  
Tel. +358-29-449 8137  
head.international@uva.fi

[www.uva.fi](http://www.uva.fi)

[www.uva.fi/en/for/prospective/exchange/](http://www.uva.fi/en/for/prospective/exchange/)

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

<http://www.uva.fi/en/for/student/studies/study/information/grading/>

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

English B2

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

None

Calendar information:

- 1) Nominations of students must reach the receiving institution by: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

31 May

31 October

- 2) Applications documents of nominated students must reach the receiving institution by : - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

31May

31 October

- 3) Please indicate the starting and ending date of each term: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

~ 1.9.-22.12.

~ 3.1.-31.5.

- 4) If the (name of the receiving institution) makes an extra selection of our students, it will send its decision to FUB within (X) weeks

The receiving institution will send its decision within [4] weeks.

- 5) A Transport of Records will be issued by the receiving institution no later than (X) weeks after the assessment period as finished at the receiving HEI institution (nor longer than 5 weeks according to the Erasmus charter for HEI

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.

Other information

- VISA: contact details mail and phone and Website for information.

Annamaria Payer

[incoming.international@uva.fi](mailto:incoming.international@uva.fi)

+358-29-449 8133

[www.uva.fi/en/for/student/living/permits/](http://www.uva.fi/en/for/student/living/permits/)

- Insurance: contact details mail and phone and Website for information (if insurance cover is not automatically provided)

Annamaria Payer

[incoming.international@uva.fi](mailto:incoming.international@uva.fi)

+358-29-449 8133

[www.uva.fi/en/for/prospective/exchange/applying/](http://www.uva.fi/en/for/prospective/exchange/applying/)

-

Clear documentation on facilities and services for students/professors at the partner university (please complete):

- o Accommodation  
[www.uva.fi/en/for/student/living/accommodation/](http://www.uva.fi/en/for/student/living/accommodation/)
- o Language courses
- o Canteen
- o Library

- Computer rooms
- Other: \_\_\_\_\_

[www.uva.fi/en/for/prospective/exchange/applying/](http://www.uva.fi/en/for/prospective/exchange/applying/)

Proposal of FUB degree programmes which can participate in the agreement mobility

L-18

L-33

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**Name and Signature of the Professor**

\_\_\_\_\_

Lucie Courteau\_\_\_\_\_

\_\_\_\_\_



## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### **Economics and social sciences (L-33)**

Course at Freie Universität Berlin		ECTS	Course FUBolzano	ECTS
102052	Dogmengeschichte	6	History of economic thought for PPE	6
101005	Grundlagen der Betriebswirtschaftslehre für Volkswirte	6	Business Administration	8
	Privatrecht		6	
101033	Öffentliches Recht	6	European and Public law (modular) M-1 Public law	6
102024	Makroökonomie	6	European and Public law (modular) M-2 European law	6
102030	Statistik für Wirtschaftswissenschaftler	6	Economics 2 (Macroeconomics)	8
102010	Einführung in die Ökonometrie	6	Statistics	8
102032	Monetäre Außenwirtschaft or Außenhandelstheorie und -politik	6	Econometrics	7
102132	Wirtschaftspolitik	6	International Economics	8
	Finanzkrisen und Geldsystem		6	
102076	Umweltökonomik	6	Political Economics for PPE	8
102066	Einf. in die Arbeitsmarkttheorie	6	Optional	6
102064	Staat und Allokation	6	Optional	6
102034	Zeitreihenökometrie	6	Optional	6
102088	Statistische Modellierung	6	Optional	6
102040	Marx Reloaded	6	Optional	6
102080	Wirtschaftswachstum	6	Optional	6

### **Economics and Management (L-18 BZ)**

102024	Öffentliches Recht	6	M-1 Public Law	6
101033	Privatrecht	6	M-2 Private Law	6
102030	Makroökonomie	6	Economics 2 (Macroeconomics0	8
102010	Statistik für Wirtschaftswissenschaftler	6	Statistics	6
101085	Handels- und Gesellschaftsrecht	6	Business Law	6
101007	Grundlagen des Marketings	6	Marketing	7
101009	Investition und Finanzierung	6	Financial Analysis	7
101124 or 101133	Unternehmensbewertung und Steuern or Nationale und internationale Ertragsbesteuerung	6	Taxation Law	7

102132 or 102092	Wirtschaftspolitik or Finanz- und Wirtschaftspolitik	6	Economic Policy	6
101035	Strategisches Management	6	Strategic Management	7
101114	Controlling	6	Management accounting and control	7
101127	Konzernrechnungslegung und Unternehmensbewertung	6	Advanced Financial Accounting	7
101092	International Management	6	International Management	7
101015	Supply and Operations Management	6	Operations Management	7
102032	Einführung in die Ökonometrie	6	Econometrics	7

Personal academic tutoring for the students by the partner university: name, contact details and availability:

International Student Mobility- Welcome Services at Freie Universität Berlin

Iltilstr. 4

14195 Berlin

Telephone: +49 (0)30 838-70000

Fax: +49 (0)30 838-73420

E-Mail: [info-service@fu-berlin.de](mailto:info-service@fu-berlin.de)

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)

**ECTS Credits:** The Freie Universität Berlin uses the *European Credit Transfer and Accumulation System* (ECTS) which is a workload-based system for measuring and comparing study results. The student is awarded a certain number of ECTS credits for each course which reflects the workload necessary to successfully complete a course. Credits are awarded only when the student has fulfilled the course requirements, for example regular attendance. The credits are allocated by the individual departments in accordance with the standard workload determined by the respective study and examination regulations whereby one credit equals 30 hours of study. Please note that the Student Exchange Office refrains from prescribing a standard workload per semester.

**GRADES:** The Student Exchange Office recommends the following grading equivalency table:

Freie Universität Berlin	ECTS	
Grade	Grade	Predicate
1,0 – 1,5	A	Excellent
1,6 – 1,7	B	Very Good
1,8 – 2,0		
2,1 – 2,7	C	Good
2,8 – 3,0		
3,1 – 3,5	D	Satisfactory
3,6 – 3,7	E	Sufficient
3,8 – 4,0		
4,1 – 5,0	F	Fail
P	Participation; i.e. the student has successfully and regularly attended the course.	

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

[http://www.fu-berlin.de/en/studium/international/studium\\_fu/auslandssemester/erasmus\\_in/infos\\_incomingstudents/Language\\_Erasmus\\_incomings.html](http://www.fu-berlin.de/en/studium/international/studium_fu/auslandssemester/erasmus_in/infos_incomingstudents/Language_Erasmus_incomings.html)

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

<http://www.fu-berlin.de/en/studium/studienorganisation/ects/index.html>

NOTE: Students can find specific information on ECTS regarding their subject on our information portal "Distributed Campus".

#### Other information

- For VISA and INSURANCE see the contact details in the agreement

Clear documentation on facilities and services for students/professors at the partner university

- Freie Universität Berlin offers counseling for students with disabilities and chronic diseases. We assist with finding suitable accommodation (wheelchair users are advised to apply for accommodation as early as possible), we provide information about public transport, access to health care, and about financial support in case of additional disability expenditure on the part of the student. The Office for Students with Special Needs moreover gives information concerning the accessibility of university buildings and helps to move a class to another room, if needed. Accommodated study and exam conditions, e.g. additional study papers for blind and visually impaired students, or extra time to use technical devices during exams can also be arranged.

Contact: Freie Universität Berlin, Georg Classen, Counselling for students with disabilities and chronic diseases, Thielallee 38, at corner of Otto von Simson Str, D 14195 Berlin, 1. OG Raum 213 (opposite to Career-Service),  
Tel 030-838-55292 Fax -54511, E-mail: [georg.classen@fu-berlin.de](mailto:georg.classen@fu-berlin.de)  
[www.fu-berlin.de/service/behinderung](http://www.fu-berlin.de/service/behinderung)

- For the implementation of STA/STT-mobilities, a letter of invitation – issued by an FU Berlin contact person – is required.

The FU Berlin does arrange accommodation for international program students and visiting scientists/researchers

Website: <http://www.fu-berlin.de/en/sites/unterbringung/>

Proposal of FUB degree programs which can participate in the agreement mobility  
**L-18 and L-33**

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

21.10.2016

**Name and Signature of the Professor**

Lucie Courteau

## QUALITY CHECKLIST TO START A STUDENT MOBILITY AGREEMENT

**To be checked by the professor in charge of the agreement:**

Courses at the partner university: (please list compatible courses and their language requirements for at least 30 credits per semester that the student can take in the partner university and counting towards the degree). The workload of 30 credits per semester should take into account the learning outcomes, competences and skills to be achieved.

### **Economics and social sciences (L-33)**

Course at Universität Wroclaw		ECT S	Course FUB	ECT S
ENG	Contemporary Theory of International Relations	6	Theory of International Relations OPT	6
ENG	Introduction to Political Science	5	Political Science 1/Scienza Politica 1	8
ENG	EU Law and Institutions	7	M2 - European Law	6
DE	Einführung in das polnische öffentliche und Verfassungsrecht	6	M1- Public Law	6
ENG	Statistics for business	5	Statistica per SeS	8
ENG	Marcoeconomics (30 h lectures+30h Ex.Classes)	5	Economics 2 for PPE (Macro)	8
ENG	Business ethics	5	Unternehmens- und Wirtschaftsethik	6
ENG	Academic writing	2	Introduction to Academic writing	3

### **Economics and Management (L-18 BZ)**

ENG	Academic Writing	2	Introduction to Academic Writing (opt).	3
ENG	Economic Policy	5	Economic Policy	6

ENG	Human resource Management	4	Human Resources and Organization (Opt.)	6
	Statistics for business	5	Statistica (Statistik für Wirtschaftswissenschaftler)	6
ENG	International Economics	3	International Economics (Opt)	5
ENG	Microeconomics (30h lec + 30 h Ex. Cl.)	6	Economics 1 (Micro)	8
ENG	Business Law	4	Diritto commerciale	6
ENG	Ethics	4	Grundfragen der Ethik OPT	6

### Master in Economics and Management of the Public sector (LM-63)

ENG	EU Law and Institutions	6	Law of the EU and of its Member States	6
ENG	International Law	7	Internationales Recht und internationale Institutionen	6
ENG	Human Resource Management	4	M2- Human Resource Management	6
ENG	Statistics for business	5	M1 - Metodi e principi di statistica	6
ENG	Public law and administrative procedure	4	Principi e laboratorio del diritto pubblico e delle fonti normative (Public law)	6
ENG	Managerial economics	6	M1 - Strategic Management in the Public Sector	6

Personal academic tutoring for the students by the partner university: name, contact details and availability

**Institutional Coordinator:**  
**Barbara Skałacka-Harrold**  
**International Office**  
**Pl. Uniwersytecki 1**  
**50-137 Wrocław, Poland**  
**Tel: +48 71 3752 705**

Fax: +48 71 3752 211  
[barbara.skalacka@uni.wroc.pl](mailto:barbara.skalacka@uni.wroc.pl)

Departamental Coordinator:  
Dr hab. Bartłomiej Krzan  
Wydział Prawa, Administracji i Ekonomii  
Ul. Uniwersytecka 22/26  
50-145 Wrocław  
Tel: +48 71 3752 015  
Fax: +48 71 3752 784  
[bakr@prawo.uni.wroc.pl](mailto:bakr@prawo.uni.wroc.pl)

Information about assessment methods and grading scale with statistical distribution at the partner university (indicate ECTS grading scale, ECTS grading table, other systems)  
A link to a web page can be enough.

### PL WROCLAW01:

ECTS grade	Polish grade	definition
A	5 (bdb)	EXCELLENT – outstanding performance with only minor errors
B	4,5 (+db)	VERY GOOD – above the average standard but with some errors
C	4 db	GOOD – generally sound work with a number of notable errors
D	3,5 +dst	SATISFACTORY – fair but with significant shortcomings
E	3 dst	SUFFICIENT – performance meets the minimum criteria
FX, F	2 nd	FAIL – some more work required before the credit can be awarded

Language requirements in order to be admitted by the partner university (i.e. TOEFL, IELTS, CAMBRIDGE, etc.). For an easier and consistent understanding of language requirements use of the Common European Framework of Reference for Languages (CEFR) is recommended.

### ENGLISH B2

Any additional requirement in order to be admitted to courses at the partner university (eg: minimum number of credits required to be admitted by the partner institution).

-

Calendar information:

- 1) Nominations of students must reach the receiving institution by:

#### Nominations

Student nominations should be sent (e-mail) by the Partner University to Ms. Barbara Pietrzkiewicz [barbara.pietrzkiewicz@uni.wroc.pl](mailto:barbara.pietrzkiewicz@uni.wroc.pl), responsible for

incoming students, before 1st June (winter semester) and 15<sup>th</sup> October (summer semester)

#### Application procedure

All the nominated students should create an on-line account and follow the instructions to prepare the required documents (application form, learning agreement, copy of the passport, English language confirmation, ID photograph) which should be sent to the International Office of UWr before 15<sup>th</sup> June (winter semester) and 31<sup>st</sup> October (summer semester)

#### Detailed information about the procedure:

<https://international.uni.wroc.pl/en/exchange-programs/llp-erasmus-studies/application-forms-and-deadlines>

- 2) Applications documents of nominated students must reach the receiving institution by : - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);

**See above**

- 3) Please indicate the starting and ending date of each term: - autumn term (in months) (to be adapted in the case of a trimester system); - spring term (in months) (to be adapted in the case of a trimester system);
- 4) If the (name of the receiving institution) makes an extra selection of our students, it will send its decision to FUB within (5) weeks
- 5) A Transport of Records will be issued by the receiving institution no later than (5) weeks after the assessment period as finished at the receiving HEI institution (no longer than 5 weeks according to the Erasmus charter for HEI

#### Other information

Clear documentation on facilities and services for students/professors at the partner university (please complete):

#### DISABLED

The University of Wrocław can offer some assistance to students/staff with disabilities, although the structure and the position of the university buildings may occur difficulties for students with serious mobility problems. Limited number of rooms suitable for disabled can be offered in one of the student houses. Disabled students interested to study at the University of Wrocław should contact the International Office before starting the application procedure to make sure if all the necessary assistance can be provided.

#### STAFF

- Academic teachers interested in a teaching visit at the University of Wrocław should contact the Erasmus Coordinator at the Faculty which holds the appropriate Erasmus bilateral agreement.
- Non-academic staff members who are interested in spending one week training at the University of Wrocław under the Erasmus programme



should at first contact the International Office of Wroclaw University, who will then forward the query to the appropriate department of the University.

Detailed information for incoming staff:

<https://international.uni.wroc.pl/en/visiting-staff>

## VISA

- <https://international.uni.wroc.pl/en/study-english/practical-information/visa>

## HOUSING

- <https://international.uni.wroc.pl/en/exchange-programs/llp-erasmus-studies/accomodation>

## INSURANCE

- <https://international.uni.wroc.pl/en/study-english/practical-information/medical-insurance>

Proposal of FUB degree programmes which can participate in the agreement mobility

L-33, L-18 BZ, LM-63

**I certify that I have verified the above information thoroughly and that I will monitor the agreement regularly**

**Date**

**01.06.2016**

**Name and Signature of the Professor**

*Johannes Hofmeister*