

## EU-METALIC: Information Sheet 2015/16

**Note that in this call application for University of Graz is only possible for  
POST-DOC and STAFF**

Name of the University	<b>Karl-Franzens-Universität Graz / University of Graz</b>
<b>Websites</b>	
General website of the university	<a href="http://www.uni-graz.at">www.uni-graz.at</a>
Website for EU-METALICII students	<a href="http://international.uni-graz.at/en/koop-proj/sp/ema2/ema2-info/ema2-incoming-students/">http://international.uni-graz.at/en/koop-proj/sp/ema2/ema2-info/ema2-incoming-students/</a>
Academic Calendar	<a href="http://www.uni-graz.at/en/studying/for-prospective-students/important-dates-and-deadlines/">http://www.uni-graz.at/en/studying/for-prospective-students/important-dates-and-deadlines/</a> (confirmed dates for 2015/16 will be available after decision of the senate in Feb/March 2015).
<b>Academic calendar (lecture periods)</b>	
Start / end dates - winter term	<b>01.10.2015-29.01.2016 (lecture dates)</b>
Start / end dates - spring term	-
Start / end dates - summer term	<b>01.03.2016-01.07.2016 (lecture dates)</b>
Examination period(s)	end of semester / continuous (depending on course)

<b>Language of instruction and verification of language proficiency</b>	
Language of instruction	German, limited number of courses taught in English (see <a href="https://online.uni-graz.at/kfu_online/wbENLVSuche.wbEnLvSuchePage">https://online.uni-graz.at/kfu_online/wbENLVSuche.wbEnLvSuchePage</a> )
<b>Information for Post-doc and Staff</b>	
Website with information for Post doc and staff	<a href="http://international.uni-graz.at/en/staff/pers-incoming/mobility-programs/ema-2/">http://international.uni-graz.at/en/staff/pers-incoming/mobility-programs/ema-2/</a> If you need further assistance, please contact <a href="mailto:erasmus.mundus@uni-graz.at">erasmus.mundus@uni-graz.at</a> indicating whether you're applying as Post-Doc or Staff and attaching your CV and research/work plan.
<b>Housing</b>	
Housing assistance	Yes, selected students will be informed about the procedures by the EU-METALICII contact person
Link to housing information/application	<a href="http://www.housing.oead.at">www.housing.oead.at</a>
Housing application deadlines	For winter term: 15.06.2015
Living expenses	See welcome guide - <a href="http://www.uni-graz.at/en/bibwww_welcome-guide_e.pdf">www.uni-graz.at/en/bibwww_welcome-guide_e.pdf</a>
<b>International Office – Contact Persons</b>	

Address	Karl-Franzens University of Graz Büro für Internationale Beziehungen Universitätsplatz 3 8010 Graz, Austria
Contact for incoming exchange & degree students, researchers, staff	Post-Doc and Staff: Mag. Blaz Ploj <a href="mailto:erasmus.mundus@uni-graz.at">erasmus.mundus@uni-graz.at</a> Tel: +43-316-380-2214
Contact for all outgoing students and staff	Post-Doc and Staff: Mag. Blaz Ploj <a href="mailto:erasmus.mundus@uni-graz.at">erasmus.mundus@uni-graz.at</a> Tel: +43-316-380-2214

### **Documents to be uploaded (PostDoc & Staff ONLY)**

**The following documents must be uploaded to the EU-METALIC online application system by the application deadline of the respective EU-METALIC call.**

#### **PostDoc & Staff:**

- Doctoral diploma
- Research Plan
- Invitation letter by the prospective hosting department/unit at the University of Graz is **mandatory**. Please make sure you contact the relevant department/unit in Graz well in advance to obtain this letter.
- Language certificate for German: please check with contact person for language requirements
- Passport copy
- Curriculum Vitae
- List of Publications

#### **Translations of documents**

If original documents (certificates, transcripts, etc) are not in English or German, they must be accompanied by a translation into either English or German. Selected degree students will have to provide certified translations into German during the application process at the University of Graz.

*Last updated on 18/09/2015*