



Universität für Bodenkultur Wien

# Erasmus+ Study abroad

## Administrative Procedures after Nomination



# Content

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## You are nominated, that means....

- You have been **selected to study at one of BOKU's partner universities** in one of our international programmes.
- **BOKU-IR has already notified this university** of your nomination (WS/full academic year students; notification for SS students – in autumn).
- In addition to your Erasmus+ application at BOKU (Dec./Jan.) **you also have to apply at the partner university**. Please check how to do so asap (website of partner university, their notification email, etc.)
- If you are going abroad in the SS, you may only be able to apply in a few months from now (depending on the university).
- The partner university may still reject your application (but this is very rare).



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# Partner University

- **Check application requirements + deadlines**

Deadlines in Scandinavian countries will be very soon, in „Southern countries“ later.

**BOKU-IR does NOT transfer any documents from MO to your partner university!** → **two procedures: BOKU + HOST UNIVERSITY**

- **Semester Dates** (in Scandinavian countries: WS starts in August, SS in January)
- **Courses** (Prerequisites? Level Bachelor/Master? Individual Course Plan?)
- **Accommodation**, especially upon arrival (hostel, CS, Buddy etc. )
- **Insurance**
- **Language Course** (optional)
- **Orientation** (settling in, Welcome week)

**Switzerland: Swiss-European Mobility Programme** instead of Erasmus+ (BOKU steps stay the same, but no contract with OeAD, grant by CH!)

# Further Steps



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- Mobility Online: <https://www.service4mobility.com/mobility/LoginServlet>  
(Login/Password same as for BOKU Online; please do **NOT use Internet Explorer** for MO but a different browser; **bookmark link on your laptop**)
- **Enter semester dates and course language** at partner university by **20<sup>th</sup> May** (WS/full academic year) / **20<sup>th</sup> November** (SS) => Mobility Online
- **Learning Agreement** => Mobility Online
- Paper for Recognition („**Äquivalenzliste**“)  
=> Mobility Online
  - **Minimum** Erasmus+ requirement: **3 ECTS per month** (int. master programmes: most have to complete **30ECTS** per term **for double/joint degree!**)
  - **Minimum 3 months; maximum 12 months** of Erasmus scholarship per study cycle, never longer than 30 September for study exchange

# Learning Agreement – who signs?



- 1. **sign yourself**

- 2. **Fachkoordinator\*in (= departmental coordinator)**



- 3. **partner university** (via email)

- Changes after arrival: create a new LA in MO (re-signature required: your signature, that of the Erasmus+ Outgoing Coordinator at BOKU and the signature of the host university)



# Paper for Recognition (=Äquivalenzliste)



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- Ideally, you should attend a combination of **(free) electives and mandatory courses** / follow the course programme (**ICP = Individual Course Plan!!**)
- **Signatures of Departmental Coordinator (for int. programmes = programme coordinators!) + Dean Peyerl** (hand it in in at the Study Services) → guaranteed recognition of ECTS from abroad to BOKU!
- If you **change courses during your semester abroad**, you need to contact the **BOKU programme coordinator** or administrative contact (details later) (otherwise you risk not being able to finalise your curriculum/studies!)
- You have to complete and upload to Mobility Online both the **Äquivalenzliste** and the **Learning Agreement!**

# Äquivalenzliste – who signs for International programmes?



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- 1. sign yourself
- 2. Fachkoordinator\*in (= programme coordinator for Int. Master Programmes)
- 3. Send it to the Study Services per mail, pick it up a few days later with the signature of the **Dean** → legally valid



Notice:

Original signature  
of the Dean needed





# Äquivalenzliste – who signs for English programmes?



- 1. **sign yourself**
- 2. professor of compulsory course → not necessary for free electives
- 3. **Fachkoordinator\*in (= programme coordinator for Int. Master Programmes)**
- 4. Send it to the Study Services per mail, pick it up a few days later with the signature of the **Dean** → legally valid



Notice:

**Original signature of the Dean needed**





## Departmental Coordinators („Fachkoordinator\*in“)

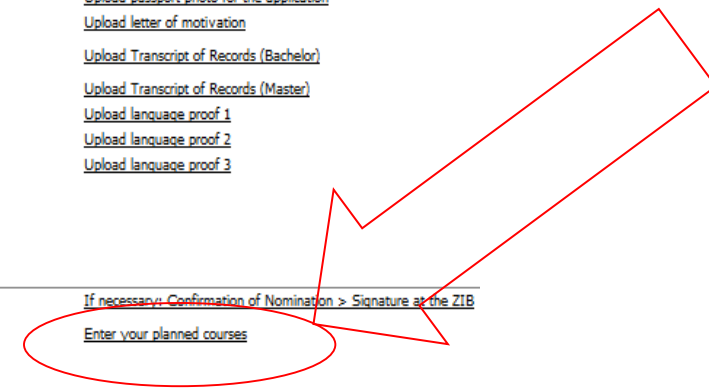
- To be contacted for academic questions
- Who is my departmental coordinator? -> name will automatically appear on your Learning Agreement and *Äquivalenzliste* (MO) if you print it in Mobility Online → for international programmes it is usually the **programme coordinator**!!
- Please check BOKUonline and the BOKU-IR website for their contact details.  
[https://boku.ac.at/fileadmin/data/H05000/H12000/Baum\\_2012/B-International\\_Students\\_coming\\_to\\_BOKU/A\\_ERASMUS/Departmental\\_Coordinators\\_D.pdf](https://boku.ac.at/fileadmin/data/H05000/H12000/Baum_2012/B-International_Students_coming_to_BOKU/A_ERASMUS/Departmental_Coordinators_D.pdf)

# Paper for Recognition (Äquivalenzliste)



denkultur Wien

Necessary steps	Done	Done on	Done by	Direct access via following link
Confirmation email: BOKU received your registration.	<input checked="" type="checkbox"/>	22.01.2018		
Online-Registration	<input checked="" type="checkbox"/>	22.01.2018		
Application details completed	<input checked="" type="checkbox"/>			<a href="#">Complete/display application details</a>
Personal- and address details completed	<input checked="" type="checkbox"/>	22.01.2018		<a href="#">Complete personal- and address details</a>
Passport photo for the application uploaded	<input checked="" type="checkbox"/>	22.01.2018		<a href="#">Upload passport photo for the application</a>
Letter of motivation uploaded	<input checked="" type="checkbox"/>	22.01.2018		<a href="#">Upload letter of motivation</a>
Upload transcript or records (Bachelor)	<input checked="" type="checkbox"/>	22.01.2018		<a href="#">Upload Transcript of Records (Bachelor)</a>
Upload transcript of records (Master)	<input type="checkbox"/>			<a href="#">Upload Transcript of Records (Master)</a>
Upload language proof 1	<input checked="" type="checkbox"/>	22.02.2018		<a href="#">Upload language proof 1</a>
Upload language proof 2	<input type="checkbox"/>			<a href="#">Upload language proof 2</a>
Upload language proof 3	<input type="checkbox"/>			<a href="#">Upload language proof 3</a>
Application successfully submitted	<input checked="" type="checkbox"/>	22.01.2018		
BOKU received your application	<input checked="" type="checkbox"/>	22.01.2018		
Application documents checked by BOKU	<input checked="" type="checkbox"/>	30.01.2018		
Bewerbung von BOKU zugeteilt	<input checked="" type="checkbox"/>	27.02.2018		
Voluntary: Confirmation of Nomination printed	<input checked="" type="checkbox"/>	27.02.2018		<a href="#">If necessary: Confirmation of Nomination &gt; Signature at the ZIB</a>
➔ Learning Agreement completed	<input type="checkbox"/>			<a href="#">Enter your planned courses</a>
Learning Agreement (before departure) printed	<input type="checkbox"/>			
Paper for recognition "Äquivalenzliste" (before departure) printed	<input type="checkbox"/>			
Unterrichtssprache und tatsächliche Aufenthaltsdaten für Erasmus-Zuschuss erfasst (bis 10.05. für WS/Studienjahr, bis 10.11. für SS) <ul style="list-style-type: none"> <li>planned start : 14/01/2019</li> <li>Planned end : 31/05/2019</li> </ul>	<input type="checkbox"/>			
Paper for recognition "Äquivalenzliste" (before departure) uploaded	<input type="checkbox"/>			
Learning Agreement (before departure) uploaded	<input type="checkbox"/>			
Email for departure received	<input type="checkbox"/>			
Arrived at the partner university	<input type="checkbox"/>			
E-mail for arrival at partner university received	<input type="checkbox"/>			
Changes to the Learning Agreement (within 4 weeks upon arrival) entered	<input type="checkbox"/>			
Changes to the Learning Agreement printed	<input type="checkbox"/>			
Changes to the Learning Agreement uploaded (within 4 weeks upon arrival)	<input type="checkbox"/>			
Student Union Fee ("ÖH Beitrag") paid	<input type="checkbox"/>			
In case you wish to prolong your stay: your application for extension needs to be submitted (incl. new Learning Agreement) latest until 4 weeks upon official end.	<input type="checkbox"/>			
Enter real dates for study abroad period	<input type="checkbox"/>			
Confirmation of Stay printed (in the last week)	<input type="checkbox"/>			
Confirmation of Stay signed and uploaded (before departure)	<input type="checkbox"/>			
Ready for return to BOKU	<input type="checkbox"/>			



# Äquivalenzliste



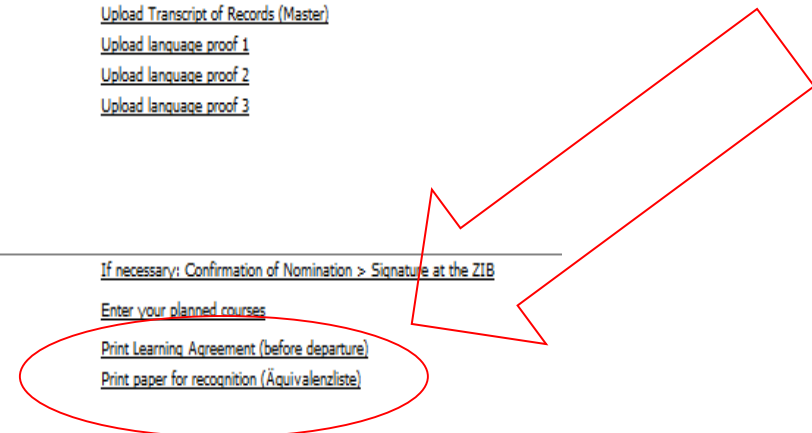
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- Mobility Online – enter your courses → Possibility to split courses!

Lehrveranstaltungsnummer an der Gasthochschule	<input type="text" value="79430"/>
Falls Sie die LV Nummer noch nicht wissen, geben Sie bitte "000" ein. If you do not know yet the course number, please enter "000".	
Lehrveranstaltungsbezeichnung an der Gasthochschule	ADVANCED PLANT PATHOLOGY AND ENTOMOLOGY
Anzahl ECTS Credits an der Gasthochschule	<input type="text" value="6,00"/>
Informationen/Link zum Kurs an der Gastinstitution	<a href="http://www.agricultureveterinarymedicine.unibo.it/en/programmes/course-unit-catalogue/course-unit/2017/403960">http://www.agricultureveterinarymedicine.unibo.it/en/programmes/course-unit-catalogue/course-unit/2017/403960</a>
Lehrveranstaltungsnummer an der Heimathochschule	<input type="text" value="953324"/>
Falls Sie die LV Nummer noch nicht wissen, geben Sie bitte "000" ein. If you do not know yet the course number, please enter "000".	
Lehrveranstaltungsbezeichnung an der Heimathochschule	Ecological plant protection (3 ECTS) Freie Wahlveranstaltung (3 ECTS)
Den Original-Titel der BOKU-LVA verwenden (d.h. LVAs in deutscher Sprache mit deutschem Titel, LVAs in englischer Sprache mit englischem Titel) Use the original title of the BOKU course (i.e. the German title for courses held in German, the English title for courses held in English)	
Freie Wahlfächer werden einfach als Kurs "freies Wahlfach" angegeben und LV Nummer "000". Free electives are enter as "Freies Wahlfach", + course number "000".	
Für Narmees, Enveuro, SIFC,... Studierende, die fix vorgegebene Lehrveranstaltungen laut Studienplan haben. Sie können den Kursnamen der Partneruni genau gleich auch als Kurs an der BOKU angeben. For International Master Students with given courses for the study abroad semester. Please enter the same course title from the partner university also at the BOKU.	
Semesterstunden an der Heimathochschule	<input type="text" value="0,00"/>
Anzahl ECTS Credits an der Heimathochschule	<input type="text" value="6,00"/>
Informationen/Link zum Kurs an der Heimatinstitution	<a href="https://online.boku.ac.at/BOKUonline/wbLv.wbShowLVDetail?pStpSpNr=281628&amp;pSpracheNr=1">https://online.boku.ac.at/BOKUonline/wbLv.wbShowLVDetail?pStpSpNr=281628&amp;pSpracheNr=1</a>



Necessary steps	Done	Done on	Done by	Direct access via following link
Confirmation email: BOKU received your registration.	<input checked="" type="checkbox"/>	22.01.2018		
Online-Registration	<input checked="" type="checkbox"/>	22.01.2018		
Application details completed	<input checked="" type="checkbox"/>			<a href="#">Complete/display application details</a>
Personal- and address details completed	<input checked="" type="checkbox"/>	22.01.2018		<a href="#">Complete personal- and address details</a>
Passport photo for the application uploaded	<input checked="" type="checkbox"/>	22.01.2018		<a href="#">Upload passport photo for the application</a>
Letter of motivation uploaded	<input checked="" type="checkbox"/>	22.01.2018		<a href="#">Upload letter of motivation</a>
Upload transcript or records (Bachelor)	<input checked="" type="checkbox"/>	22.01.2018		<a href="#">Upload Transcript of Records (Bachelor)</a>
Upload transcript of records (Master)	<input type="checkbox"/>			<a href="#">Upload Transcript of Records (Master)</a>
Upload language proof 1	<input checked="" type="checkbox"/>	22.02.2018		<a href="#">Upload language proof 1</a>
Upload language proof 2	<input type="checkbox"/>			<a href="#">Upload language proof 2</a>
Upload language proof 3	<input type="checkbox"/>			<a href="#">Upload language proof 3</a>
Application successfully submitted	<input checked="" type="checkbox"/>	22.01.2018		
BOKU received your application	<input checked="" type="checkbox"/>	22.01.2018		
Application documents checked by BOKU	<input checked="" type="checkbox"/>	30.01.2018		
Bewerbung von BOKU zugeteilt	<input checked="" type="checkbox"/>	27.02.2018		
Voluntary: Confirmation of Nomination printed	<input checked="" type="checkbox"/>	27.02.2018	<a href="#">If necessary: Confirmation of Nomination &gt; Signature at the ZIB</a>	
Learning Agreement completed	<input checked="" type="checkbox"/>	07.03.2018	<a href="#">Enter your planned courses</a>	
Learning Agreement (before departure) printed	<input type="checkbox"/>		<a href="#">Print Learning Agreement (before departure)</a>	
Paper for recognition "Äquivalenzliste" (before departure) printed	<input type="checkbox"/>		<a href="#">Print paper for recognition (Äquivalenzliste)</a>	
Unterrichtssprache und tatsächliche Aufenthaltsdaten für Erasmus-Zuschuss erfasst (bis 10.05 für WS/Studienjahr bis 10.11 für SS)	<input type="checkbox"/>			





# Example for Int. Master programmes:

**For International programmes, please put the same course twice (1:1)!**

OK BOKU  
compulsory lecturer

Course title at partner university	ECTS Credits	Recognition for course	PW FW	ECTS Credits	OK v. BOKU PflichtLVLeiterIn
Kurstitel an der Partneruniversität	ECTS Credits	Anerkennung für Lehrveranstaltung/ Prüfung gemäß österr. Studienplan	PW FW	ECTS Credits	OK v. BOKU PflichtLVLeiterIn
Crop biotechnology	6,00	Crop biotechnology		6,00	
Biotechnology in Horticulture I	6,00	Biotechnology in Horticulture		6,00	
Basics in molecular plant biotechnology		Basics in molecular plant biotechnology			
Analysis of Bioactive Compounds in Fruit and Vegetables	6,00	Analysis of Bioactive Compounds in fruit and Vegetables		6,00	
Crop Physiology: Growth and development of plant	6,00	Crop physiology: Growth and development of plant		6,00	
Secondary Plant Metabolites and Human Health	5,00	Secondary Plant Metabolites and Human Health		5,00	
Methods in Woody Plant Pathology	6,00	Methods in Woody Plant Pathology		6,00	
	35,00			35,00	

For international Programmes only programme coordinator/depart mental coordinator signs → you don't need the signature of the compulsory lecturer!



# Example for English programme (Biotechnology):



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Kurstitel an der Partneruniversität	ECTS Credits	Anerkennung für Lehrveranstaltung/ Prüfung gemäß österr. Studienplan	PW FW	ECTS Credits	OK v. BOKU PflichtLVLeiterIn
Food Microbiology and Analysis	7,00	Lebensmittelmikrobiologie, 754342, 4 ECTS	P ✓	7,00	<i>MPS</i> <i>Sigrid Mayrhofer</i>
		Lebensmittelmikrobiologie Übungen, 754343, 2 ECTS	P ✓		
		000 freies Wahlfach, 1 ECTS	FW ✓		
Milk and Dairy Technology	4,00	Technologie der Milch, 752336, 2 ECTS	W ✓	4,00	
		freies Wahlfach, 000, 2 ECTS	FW ✓		
Human Nutrition	5,00	Human Nutrition, 976300, 3 ECTS	P ✓	5,00	<i>frühling</i>
		freies Wahlfach, 000, 2 ECTS	FW ✓		
Dutch for speakers of other languages level 1	4,00	freies Wahlfach	FW ✓	4,00	
Food Marketing and Consumer Behaviour	5,00	Marketing, 735301, 3 ECTS	W ✓	5,00	
		freies Wahlfach, 000, 2 ECTS	FW ✓		
	25,00			25,00	



# Next steps & deadlines

## By 20.05. (WS, full academic year) / by 20.11. (SS)

Enter **actual dates of your semester/year abroad** and the **language of instruction** at your partner university in Mobility Online.

### Before departure:

- Paper for Recognition („**Äquivalenzliste**“) incl. all signatures  
=> Upload in MO
- **Learning Agreement** incl. all signatures => Upload in MO
- **OLS (Online Linguistic Support)** „Language Test“ – **1st assessment is compulsory** (link will be emailed to you)

If you have to pay tuition fee at BOKU in WS20/21 AND you start your semester abroad in January 2021 (SS), you can ask for a tuition waiver for WS at the Dean's Office/Study Services as well by November 30th 2020 at the latest. Please contact me beforehand.

You **HAVE to pay the Austrian Student Union fee (ÖH Beitrag) at BOKU also for the semester/year that you study abroad.** Therefore, you are also allowed to take exams at BOKU during your study abroad period, but these ECTS do not count towards the 3 ECTS per months (minimum requirement for Erasmus+).





# Erasmus+ scholarships\*

**Three groups of countries  
ranging between €380,- and €480,- per month:**

Die Programmländer werden gemäß Definition im Programmleitfaden der Europäischen Kommission in drei Ländergruppen unterteilt, für die in Österreich folgende Zuschusshöhen festgelegt wurden <sup>1</sup>		
Gruppe	Länder	Monatlicher Zuschuss in Euro
<b>Gruppe 1</b>	Dänemark, Finnland, Irland, Island, Liechtenstein, Luxemburg, Norwegen, Schweden, Vereinigtes Königreich	<b>480</b>
<b>Gruppe 2</b>	Belgien, Deutschland, Frankreich, Griechenland, Italien, Malta, Niederlande, Portugal, Spanien, Zypern	<b>430</b>
<b>Gruppe 3</b>	Bulgarien, Estland, Kroatien, Lettland, Litauen, Republik Nordmazedonien, Polen, Rumänien, Serbien, Slowakei, Slowenien, Tschechische Republik, Türkei, Ungarn	<b>380</b>

Further grants: <https://grants.at/en/>

An Erasmus+ grant must NOT be combined with another EU grant or with an Austrian federal grant!

\*October 2020

# Calculation of Erasmus+ grant



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- **Monthly grant** (calculation of overall amount is based on the exact number of days spent abroad)
- **80% of grant is paid at beginning** of your stay abroad, **20% afterwards**, and only once you have submitted all necessary documents and reports to the OeAD or online (confirmation of stay, transcript, Paper for Recognition, experience report, EU Online survey)
- Final calculation of grant is based on actual length of study abroad period (**confirmation of stay**, signed by your host university during last week of your stay).
- **Hint:** If you are not sure about the exact semester dates of your study abroad period yet, apply for a **generous period** (a few days before + a few days after)! It is much easier to come back earlier and pay back a portion of your grant, than to file all the documents necessary for an extension of your stay abroad.

# Students receiving Austrian „Studienbeihilfe“



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- *Antrag auf Beihilfe für ein Auslandsstudium*  
<https://www.stipendium.at/studienfoerderung/beihilfe-ausland/auslandsbeihilfe/>  
Monthly grant (**in addition** to regular „Studienbeihilfe“)
- Since 2019/20: Full Erasmus+ scholarship + “Studienbeihilfe”
- Application for *Beihilfe für ein Auslandsstudium* has to be signed by Study Dean (send this document together with your *Äquivalenzliste* per mail to the Study Services)
- Send photocopy of confirmation letter (Bescheid über Beihilfe für ein Auslandsstudium) to **OeAD**’s Erasmus office (Erasmus-Referat Wien) – no later than 2 weeks before the end of your stay abroad (better: earlier!).
- If your status changes, please contact OeAD ([erasmus-wien@oead.at](mailto:erasmus-wien@oead.at)) and the *Studienbeihilfenbehörde* immediately!

# OLS – Online Linguistic Support



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- Linguistic support by the EU
- **Language assessment before the mobility is mandatory** (exception mother tongue); link to assessment will be emailed to you
- Refers to the language of your studies during the stay abroad
- You can do a free online language course via OLS and a second language assessment (both optional!)





## Next Steps / 2 databases (Mobility Online and Students Online)

- For next steps see **Mobility Online** (MO) (some exceptions, e.g. OLS, not in MO)
- BOKU-IR will partially transfer your data from MO to **Students Online** (=OeAD's database, necessary for the Erasmus+ grant)
  - Exchange period in **WS + WS/SS**: data transferred in **June/July**
  - Exchange period in **SS**: data transferred in **Nov./Dec.**
- OeAD nomination in Students Online (for **Erasmus+ contract**)
- Register in Students Online (information/link will be sent by email), enter missing data. E.g. IBAN (only EU/SEPA bank accounts accepted)
- OeAD will generate your **Erasmus+ contract** (shortly before your departure)
- Download Erasmus+ contract from Students Online, print twice, send two hardcopies to OeAD by regular mail



## Extension of your stay

- Extension must follow directly, at least 14 days
- In total not longer than 12 months per study cycle
- Submit application at the latest four weeks before the originally planned end of your stay
- Application via MO
- Extension must be approved by partner university and BOKU
- Max. until 30th September



# Erasmus+ and COVID-19

- Stay abroad is possible!
- Physical presence in the host country required to receive Erasmus+ funding
- Your stay is at your own risk - please inform yourself about:
  - Current situation in your host country
  - Regulations at your host university
  - Entry and exit regulations (travel warnings, PCR tests, quarantine, ...)
  - Insurance cover
  - Guidelines at BOKU: <https://short.boku.ac.at/int-out-aktuell-en>
  - Federal Ministry Republic of Austria for European and International Affairs
  - Federal Ministry Republic of Austria for Social Affairs, Health, Care and Customer Protection
  - FAQs of OeAD: <https://bildung.erasmusplus.at/de/hochschulbildung/erasmus-aufenthalte-und-covid-19/faqs-zu-erasmus-aufenthalten-von-studierenden-im-kontext-von-covid-19/>

# Further information...



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- **ZOOM IN.ternational Days November 23 - 25, 2020**  
<https://short.boku.ac.at/int-out-inttage.html>

- **Facebook BOKU Exchange group**  
[www.facebook.com/BOKUExchange](http://www.facebook.com/BOKUExchange)



- **International „Stammtisch“ (get together) – currently online**
- **Buddy** [www.boku.ac.at/int-out-buddies.html](http://www.boku.ac.at/int-out-buddies.html)
- **Tandem** [www.boku.ac.at/int-languages-tandem.html](http://www.boku.ac.at/int-languages-tandem.html)
- **ELLS Scientific Student Conference 20. - 21. November 2020**  
<https://boku.ac.at/ells-conference-2020>





# Erasmus+ Traineeships

- Possible for **2 - 12 months**
- **Study related**
- Grant: **480 - 580 € per month** (depending on country)
- max. 12 months Erasmus+ scholarship available at each study level:  
e.g. 5 months study exchange + 7 months traineeship possible
- Applications min. 2 months before start
- Applications via **Mobility Online**
- Weitere Infos inkl. Bewerbungsunterlagen:  
<http://www.boku.ac.at/int-out-ep.html>
- Kontakt: **Gudrun Reisinger**

# International Master Programmes: Courses at partner university



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## **SIFC, EnvEuro, EUR-Organic, NARMEE**

Administrative Coordinator: **Ulrike Piringer**

You will find info on the ICP on your programme's webpage: My courses – Individual Course Plan

**SIFC:** <https://www.safetyinthefoodchain.com/en/91939>

- Discuss Learning Agreement (LA) with **departmental coordinator**

**EnvEuro:** [https://enveuro.eu/master-programme-structure-and-courses/specialisations\\_and\\_courses/](https://enveuro.eu/master-programme-structure-and-courses/specialisations_and_courses/)

**Discuss ICP + LA first with tutor + Ulrike Piringer > then with departmental coordinator**

**EUR-Organic:** <http://www.eur-organic.eu/79317>

- **Discuss ICP + LA with Ulrike Piringer first > then with departmental coordinator**

**NARMEE:** <http://www.boku.ac.at/int-master-narmee-toculs.html>

- **Discuss ICP + LA + Master Thesis topic + supervisor with Ulrike Piringer first > then LA with departmental coordinator**

# International Master Programme: Courses at Partner University



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**Horticult. Sciences (HS), Danube AgriFood Master (DAFM)**

Adm. contact: **Gudrun Reisinger**

**Limnology and Wetland Mgt. (LWM), Animal Breeding and Genetics (ABG),  
European Forestry (EF), NAWARO, Weinbau – Önologie und Weinwirtsch.  
(WÖW)**

Adm. contact: **Katrin Hasenhündl**

- Curriculum (BOKU)
- Check ICP + Learning Agreement with administrative contact then signature programme coordinator

# Erasmus+ Contact



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DI Claudia Zefferer  
BOKU-International Relations  
Peter-Jordan-Straße 82a, 1190 Wien  
Tel: 01/47654-32002  
Email: [erasmus@boku.ac.at](mailto:erasmus@boku.ac.at)

## Office hours:

Tue, 14:00 - 16:00 on site (registration required)  
Thu, 10:00 - 12:00 per Zoom

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**NARMEE, EnvEuro, EUR-Organic** (academic matters): [ulrike.piringer@boku.ac.at](mailto:ulrike.piringer@boku.ac.at)

**SIFC** (academic matters): [matthias.schreiner@boku.ac.at](mailto:matthias.schreiner@boku.ac.at)

**LWM, ABG, EF, Biomassetech., WÖW:** [katrin.hasenhuendl@boku.ac.at](mailto:katrin.hasenhuendl@boku.ac.at)

**EMABG:** [nathalie.schwaiger@boku.ac.at](mailto:nathalie.schwaiger@boku.ac.at)

**Praktika, HS, DAFM:** [gudrun.reisinger@boku.ac.at](mailto:gudrun.reisinger@boku.ac.at)