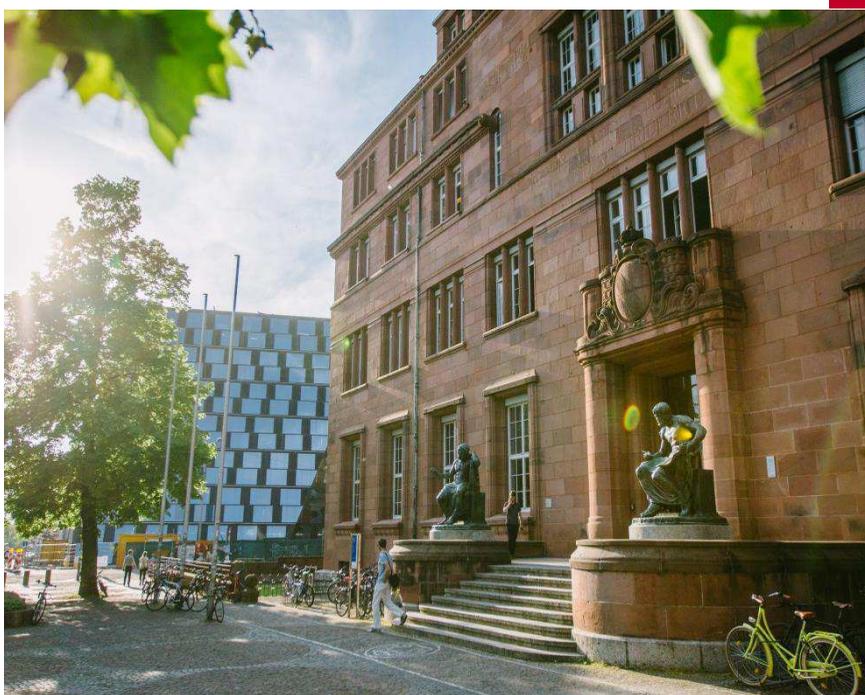


Information Brochure for International Students 2019/20

Albert-Ludwigs-Universität Freiburg



**UNI
FREIBURG**



Faculty of Law
INCOMINGS



Contents

(For German-version see [German website](#))

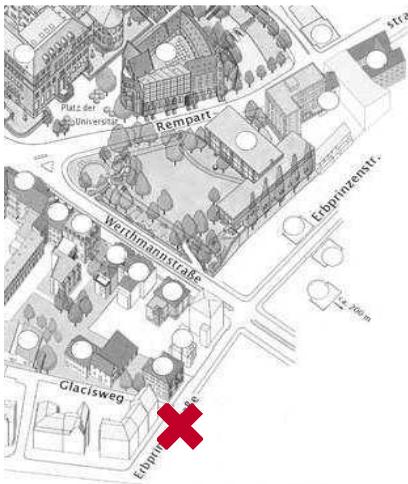
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The International Office

(Faculty of Law)

WELCOME
to the International Office

The [International Office of the Faculty of Law](#) is the information centre for International Relations at the Faculty. Whether being a Freiburg student, international student or guest – you are welcome to get in touch with us! We provide you with information and advice on studying or teaching in Freiburg. You may visit us during our office, contact us via email or phone and/or check out our website. We will be happy to answer any questions you might have.



How to contact us:

International Office, Faculty of Law
Albert-Ludwigs-University Freiburg
Erbprinzenstr. 17a, D-79085 Freiburg
Tel: + 49 (0)761 203-2185
Fax: + 49 (0)761 203-5524
Mail: international@jura.uni-freiburg.de
www.jura.uni-freiburg.de/en/international-office



Welcome to Freiburg

and welcome to the Faculty of Law of the Albert-Ludwigs-University!

We are pleased to welcome you as an exchange student at the Albert-Ludwigs-University of Freiburg!

This booklet aims to give you a quick and easy start into your student life in Freiburg. As your contact persons at the Faculty of Law, we are always happy to help you with any questions – especially those concerning your studies. To support you in preparing for your stay in Freiburg, this is some important information:

The actual semester dates and teaching periods can be found here:

https://www.studium.uni-freiburg.de/en/dates-deadlines-events/semester-dates-and-teaching-periods?set_language=en.

In General the academic year is divided in one winter- (**01.10. - 31.03.**) and one **summer semester (01.04. - 30.09.)**.

!Orientation Week is always taking place the week before lectures and seminars start!

If you have any doubts or enquiries before or during the semester, please feel free to come to our office at Erbprinzenstr. 17a (see *"Map of the University"*; for our contact hours, please see chapter *"Important addresses"* at the end of this brochure).

We are looking forward to seeing you soon in Freiburg.

The international office of the Law Faculty

The City of Freiburg

Fun Fact:

It is said whoever steps unintentionally into the so-called “Bächle” – a system of small canals branched throughout the city – will marry a “Bobbele” (a Person, born in Freiburg).



Short history of the city of Freiburg

Freiburg was officially founded in 1120 A.D. when Duke Konrad II of Zähringen authorized the establishment of a marketplace at the foot of his castle on the Schlossberg Mountain. Due to this privilege, the young settlement quickly became appealing to the merchants of the Breisgau region. This contributed greatly to Freiburg's rapid growth and the emergence of infrastructure such as city walls, gates, a water system (e.g. the “Bächle”), and streets. After the last male heir of the Zähringen dynasty died in 1218, the related house of the unloved Counts of Urach followed in his fief. Final disempowerment occurred in 1368 after a battle between the citizens and the counts of Freiburg. The result was the emancipation of citizens from count rule and entrance into the increasingly powerful Habsburger Empire for a large fee. Consequently, Freiburg remained part of the Habsburger reign and until 1806. Due to the lack of modern fortifications, Freiburg was quickly occupied by French troops in 1677. This in turn led to major changes in the city's outward appearance: The suburbs, a large portion of the city wall and most of the gates of the stronghold were altered according to General Sébastien de Vauban's plans. The Treaty of Rijswijk in 1697 returned Freiburg to the Habsburg reign after 20 years of French occupation. After the Congress of Vienna in 1815, control of Freiburg fell to the Grand Duchy of Baden and after 450 years of Habsburg reign Freiburg was incorporated into Baden. While World War I didn't leave much of a mark on Freiburg, World War II had a significant impact: After devastating attacks by the Royal Air Force on November 27th, 1944 large sections of the city were reduced to ash and rubble. After 1945, reconstruction of the city centre began with consideration of the city's medieval street structure plans, original ground plans and building facades. Today, Freiburg bears the title “Solar Capital” of Germany due to its ecological activity and with nearly 25,000 students it is a bustling university city.

The University and the Faculty of Law

550 Years University of Freiburg

In July 2007, the University of Freiburg celebrated its 550-years anniversary. In 1457, Albrecht VI (Albert VI) of Austria (the country of which the city was part of at that time) founded the University of Freiburg, where from the very beginning theology, law and medicine were taught. Students could also study “Artes Liberales”, the precursor of the modern Faculty of Humanities. In 1818 a substantial gift from Grand Duke Ludwig of Baden ensured the University’s continuing existence. To thank him for this, the University’s name was changed from the Albertina to the Albert-Ludwigs University of Freiburg.



Statue of Aristotle in front of the KG I.
Photo: Messenholl

Since the 1880s an enormous surge of development has taken place at the University of Freiburg. Departments differentiated themselves from one another and became more specialized. The University hospital and scientific institutes also founded their own campus to the north of the old city. Freiburg attracted great numbers of students and was no longer characterized by regional student enrolment. When the enormous expansion of the University made new buildings necessary at the end of the 19th century, it was decided that the University should remain in the heart of the city. The site chosen for the new University Library (Universitätsbibliothek) and the Main Building I (Kollegiengebäude I), which were built between 1896 and 1911, was within sight of the oldest university buildings.

Comprising approximately ten percent of the city’s population over 25,000 students are currently enrolled at the University. They certainly have a major influence on the lifestyle enjoyed by the 227,000 inhabitants of the city of Freiburg.



The Faculty of Law

The Judicial Faculty (today Faculty of Law) is one of the cornerstones of the University. The Faculty reached its zenith under the auspices of humanism at the beginning of the 16th century with Ulrich Zasius (1461-1535), who also authored the “New Town Ordinances“ for Freiburg in 1520. Karl von Rotteck’s (1775-1840) and Karl Theodor Welcker’s (1790-1869) *Staatslexikon* became the catechism for the constitutional movement in the “Pre-March“ in the years around 1848 (*Vormärz*). In 1896, with considerable contribution from Max Weber (1864-1920), the Faculty was reshaped via integration of the Economics Departments to create the Faculty of Law and Political Economy.

After the takeover by the National Socialists in the year 1933/34, the Faculty faced turbulent times. Fortunately, cooperation between Walter Eucken (1891-1950), Hans Großmann-Doerth (1894-1944) and Franz Böhm (1895-1977) resulted in a teaching and research community made up of national economists and lawyers. This research community became popularly known as the Freiburg School, and contributed to the construction of the market economy after 1945 based on Ordo-liberal concepts. In addition to Eucken and Böhm, other members of the Faculty such as Erik Wolf (1902-1977) and Constantin von Dietze (1891-1973) became involved in the fight against the “self-proclaimed church“. They assisted the so-called Bonhoeffer Circle (one of Freiburg’s opposition circles) in the creation of a Freiburg memorandum, an important document in the resistance to National Socialism.

In the 1950s, after a rough phase of reconstruction and consolidation, student enrolment increased at which point key figures - Fritz Pringsheim, Gustav Boehmer (1881-1969), Adolf Schönke (1908-1953) and Ernst von Caemmerer (1908-1985) - committed themselves to a major overhaul of the Faculty and the creation of new departments. In 1969, during the course of organizational restructuring at the University, the valued alliance with the economists was dismantled.



Faculty Structure

The institutional structure of the Faculty is based upon existing institutes (previously called seminars). For more history see *Rudolf-Werner Dreier's "Albert-Ludwigs-Universität Freiburg im Breisgau", Freiburg, 1. Edition (1991)*.

Faculty of Law Institutes (May 2019)

See also <http://www.jura.uni-freiburg.de/de/institute>

Institute for German and Foreign Civil Procedure Law

Department 1, Prof. Hoffmann

Department 2, Prof. Bruns

Institute of Foreign and International Private Law

Department 1, Prof. Meier

Department 2, Prof. Merkt

Department 3, Prof. von Hein

Institute for the History of Law and Historical Comparative Law

Roman Department, Prof. Kaiser

German Department, Prof. Schäfer

Institute for Criminal Law and Criminal Law Proceedings

Department 1, Prof. Pawlik

Department 2, dissolved

Department 3, Prof. Perron

Institute for Criminology and Economic Criminal Law, Prof. Hefendehl

Institute for Public Law

Department 1 (European and Public International Law), N.N.

Department 2 (Public International Law and Comparison of Law), Prof. Vöneky

Department 3 (Constitutional Law), N.N.

Department 4 (Administrative Law), Prof. Schoch

Department 5 (Public Law), Prof. Masing



Institute for Commercial, Labour and Social Law

Department 1 (Commercial Law), Prof. Lieder

Department 2 (Labour Law), Prof. Krebber

Department 3 (Social Law), Prof. von Koppenfels-Spies

Department 4 (Intellectual Property), Prof. Haedicke

Department 5 (International Commercial Law focussed on East Asia), Prof. Bu

Research Centre for University Law and University Labour Law, Prof. Löwisch/

Prof. Württenberger

Institute for Media and Information Law

Department 1 (Civil and Commercial Law, Law of Media and Information), Prof. Paal

Department 2 (Public Law, European Information and Infrastructure Law), Prof.

Schneider

Institute for Political Science and Philosophy of Law

Department 1 (Public Law and Political Science), Prof. Voßkuhle

Department 2 (Philosophy of Law), Prof. Poscher

Department 3 (Legal Theory), Prof. Jestaedt

Max-Planck-Institute for Foreign and International Criminal Law

Head of the department of Criminology: Prof. Albrecht

Head of the department of Criminal Law: Prof. Sieber

Map of the University of Freiburg i. Br. (City Centre)

- (1) Kollegengebäude (KG) I
- (2) Kollegengebäude (KG) II: Faculty of Law
- (5) Cafeteria Rempartstraße
- (6a) Breisacher Tor
- (8) University Library
- (10) The Old University
- (18a) Dean's office (Faculty of Law)
- (21) International Office (Faculty of Law)



Application Procedure for ERASMUS+ Students

Language requirements: **B1-Level of German**
(The language certificate cannot be older than 2 years)

Step 1:



To officially introduce you to Freiburg University your coordinator at your home university needs to nominate you via Email to international@jura.uni-freiburg.de (Departmental Erasmus Coordinator) and to europa@zv.uni-freiburg.de (Ulrich Eckelt, Institutional Erasmus Coordinator).

Step 2:



As an answer to your nomination the EU Office of Freiburg University will send you an invitation link to the new online database "**Mobility Online**" where you need to fill in your personal information for your online application.

At the same time we here at the "Auslandsbüro" of the Law Faculty will provide you with general information about law studies here in Freiburg.

Step 3:



After having received notification, please send your **submission to the following address:**

ALBERT-LUDWIGS-UNIVERSITÄT FREIBURG
ERASMUS-Koordination
Service Center Studium
Sedanstraße 6
79085 FREIBURG
GERMANY



Please submit your application for admission:

For the winter semester and the whole academic year: until **June 15th**

For the summer semester: until **January 15th**

Short-Term Studies (Free Movers):

You will find information on the following web page:

<https://www.studium.uni-freiburg.de/en/application/international-student-admissions/short-term-studies-freemover>

Health insurance

To enrol at the University, you must provide evidence of health insurance coverage in your home country.

EU citizens will need to bring their **European Health Insurance Card (EHIC)**.
Please check with your local insurance agency for details in due time.

Upon your Arrival in Freiburg

We recommend you to arrive at last the weekend before Orientation Week.

1. You need to **register** at the Registration Office of the City of Freiburg (see address below in chapter "*Important addresses*"). They will issue you a **certificate of free movement** ("Freizügigkeitsbescheinigung") (for EU/ Swiss and Norwegian citizens only).
2. You will have to provide evidence of **health insurance** coverage. EU citizens will need to present their European Health Insurance Card (EHIC) to receive the certificate (see details above).
3. Pay the University's administrative and student fee (78€ per semester for ERASMUS-students; free mover and faculty exchange students will pay 155€). Payment in cash is exclusively possible at the University cashier's office (Universitätskasse), located on the 1st floor of the Rektorat (Fahnenbergplatz), room 01008 (open Monday, Tuesday and



Thursday from 8.45 until 11.45 a.m. You can also pay with an EC card from a German Bank account (girocard) directly when you matriculate.

For Enrolment (Matriculation) at the University you must submit

1. Letter of acceptance (admission notice)
2. Valid personal ID card or passport, your resident registration, and the certificate of free movement (*Freizügigkeitsbescheinigung*)
3. Evidence of health insurance coverage (*Krankenversicherungsbescheinigung*)/EHIC (see under Health Insurance above)
4. Receipt confirming payment of student fees (78 € for ERASMUS students)
5. Application for Matriculation (Short-term studies):
6. 2 passport photographs

Please see also the information leaflet on enrolment for international students (www.studium.uni-freiburg.de/en/student-services/matriculation).

Carrying all the documents listed above with you please go to the Service Center Studium – Studierendensekretariat, Sedanstraße 6, during the times specified in your Letter of Acceptance. **Please note that you have to submit these documents in person.**

A recommendation for your start in Freiburg: 

Socialize!

Please take part in our **orientation week** (always taking place the week before lectures and seminars start).

Join our **buddy program** (https://www.jura.uni-freiburg.de/en/international-office/key-information/get-a-buddy?set_language=en).

Application and Admittance

Procedure for LL.M. Students

Only applicants with a degree in law which is equivalent to the first German state law examination (*Erstes Juristisches Staatsexamen*) will be accepted for postgraduate studies. Evidence of sufficient German skills must also be provided. Generally speaking, you must pass the “*Deutsche Sprachprüfung für den Hochschulzugang ausländischer Studienbewerber (DSH)*” with a grade of DSH-2 (formerly min. 600 points) or DSH-3, or with a “*TestDAF-Zertifikat*” (minimum 4 points in each of the four areas tested). Suitable evidence of German skills from other valid sources might be accepted in exceptional cases. (See also: www.jura.uni-freiburg.de/de/internationales/incomings/ll-m)

Step 1:

Firstly, you need a written confirmation of your supervisor to guide you (full-time professor of the Faculty of Law). The confirmation must be added to your applications forms.

Step 2:

Once you have found a supervisor, please complete the admittance application. The admittance application has to be submitted directly to the International Office of the Faculty of Law before **July 15th** for the winter term and before **January 15th** for the summer term.

It is highly recommended to get in touch with us at least three months before the application deadline.

Step 3:

Finally, in cooperation with the section International Admissions and Services (IAS), the Faculty will make the final decision concerning the admittance for the following semester. In cases of particularly high numbers of applicants, the Faculty reserves the right to accept applicants for the winter term only, meaning that admittance is only possible once a year. Currently, admittance to the LL.M. postgraduate course of studies is possible in both the winter and summer semester.



The Faculty of Law's graduate committee finalises enrolment for the postgraduate studies after the applicant arrives in Freiburg. This decision is exclusively an act of administration and based on the decision taken by the IAS and the faculty.

Once you have found a postgraduate studies supervisor, you may consult with him/her on questions and concerns that may arise. However, until that point feel free to visit us in the International Office.

After your arrival in Freiburg:

1. You must **register** at the Registration Office of the City of Freiburg (see address below in chapter "*Important addresses*"). Citizens of non-EU countries also have to go to the Immigration Office of the City of Freiburg (*Ausländerbehörde*) and apply for a residency permit.
2. Please provide evidence of **health insurance** coverage from your home country by requesting a certificate from one of the public insurance agencies. Alternatively, you must provide evidence that a German health insurance company will insure you during your studies.
3. Please pay the 155 € in **administrative and student services fees** for full-time students at the university cashier's office (*Universitätskasse*) located on the 1st floor of the Rektorat (Fahnenbergplatz).


Matriculation requires:

1. Your letter of acceptance
2. Valid passport with visa for study purposes and/or residency permit and the resident registration
3. Certificate providing evidence of health insurance coverage / EHIC (see Health Insurance in point 2 above)
4. “Studienbuch“ or record of studies with evidence of removal from register of students (only necessary if you have previously studied at a German university)
5. Receipt confirming payment of student services and administrative fees (155 €)
6. Application for Enrolment (Degree seeking)
7. 2 passport photos

Please see also the information leaflet on enrolment for international students (www.studium.uni-freiburg.de/en/student-services/matriculation).

All documents must be submitted in person at the **Service Center Studium – Studierendensekretariat, Sedanstraße 6**, during the time periods specified in your letter of acceptance (usually mid-September to mid-October).

At the beginning of your study time you will need to request admission at the Faculty of Law directly as well (Werthmannstr. 4, 4th floor). For this additional administrative step, you will need the documents listed above as well.

It is not necessary to apply in advance for the attendance of lectures or exams. Details and recommendation can be found on our website.



Accommodation

Please refer to www.international.uni-freiburg.de/wohnen?set_language=en

For Erasmus only:

To acquire a room in one of the **student resident halls** you must fill out the appropriate application form in your online registration portal (Mobility Online):

<http://www.housing.uni-freiburg.de/international-students>

And send it to:

Albert-Ludwigs-Universität Freiburg
International Office
Fahnenbergplatz
79085 Freiburg (Germany)
E-Mail: housing@io.uni-freiburg.de

Please note the application deadlines for student resident halls:

June 15th (applications for winter semester) and **November 30th** (applications for summer semester). Rooms at the student resident halls will be available October 1st and April 1st respectively, and have to be hired for six months.

In recent years, most of the incoming students have been given a place in a “Wohnheim” (student resident hall). University staff members are doing their best to find accommodation for each and every incoming student. However, the housing situation remains tense in Freiburg, and the International Office recommends that **parallel to your application, you should also look for an apartment on the private residential market also (see below)**.

Accommodation for ERASMUS students is allocated to the International Office together with the local “Studentenwerk”. In general students are notified rather late (mid-August) about whether they have been given a place in a Wohnheim. If you have not been notified by early August please contact the International Office (see above).



For LL.M. and Faculty Exchange Students (Universidad Austral, Buenos Aires; Fundação Getulio Vargas, Rio de Janeiro; Universidad de Chile, Santiago de Chile, Tsinghua University, Beijing, Keio University, Tokyo):

Please send the student resident halls application directly to the Studentenwerk Freiburg. Information and application: www.swfr.de/en/residence/student-residence/information-about-online-application/.

(Applications are generally possible between July 15th – August 31st for winter semester, and January 15th – February 28th for summer semester)

There is only a limited number of rooms - if you are not given a room in one of the student resident halls, you might find the following information useful:

Other student dorms:

(Application recommended before January 15th /June 15th respectively)

- Alban-Stolz-Haus (Reinhold-Schneider-Straße 37, Freiburg-Littenweiler, take tram #1) www.albanstolzhaus.de (follow the links: Bewerberformulare, Formular für ausländische Studierende)
- Thomas-Morus-Burse (Kappler Straße 57, Freiburg-Littenweiler, take tram #1) www.thomasmorusburse.de
- Collegium Sapientiae (Lorettostraße 24) www.collegiumsapientiae.de
- Protestant Dormitory (Falkenbergerstraße 20) www.esw-freiburg.de

Private residential market

In case a room does not become available to you or you wish to find your own accommodation, we advise you to look on the private market.

The International Office has set up a **private housing database** with offers from the independent housing market: <http://www.housing.uni-freiburg.de/housing-database/>



Classified **ads for apartments and rooms** in Freiburg may also be found on several websites and in local newspapers:

www.wg-gesucht.de
www.schnapp.de
www.zwischenmiete.de
www.freiburg.studenten-wohnung.de
www.studenten-wg.de
www.wg-zimmer.biz
www.deutschland-wg.de
www.vierwaen.de
www.studentenwohnungsmarkt.de
www.schnapp.de
www.zypresse.de
www.badische-zeitung.de
<http://www.u-asta.uni-freiburg.de/service/wohnen/>

For a list of all flats and dormitories available from the Studentenwerk please visit www.swfr.de.

For a room in a flat-sharing community (Wohngemeinschaft), we recommend that you have a look at ads posted on the many notice boards in the different university buildings called Kollegengebäude in German.

If you do not find a room for your very first few days in Freiburg we can recommend the following Youth Hostels/Backpacker and ERASMATE.com to stay at for the start:

Black Forest Hostel - www.blackforest-hostel.de

Jugendherberge Freiburg: www.jugendherberge-freiburg.de



Language Courses at the Language Teaching College (Sprachlehrinstitut)

Since most of the Faculty of Law courses are offered in German, we recommend that students already possess a good command of the language before they begin their studies. On our website “**How to learn German in Freiburg**” you will find extensive information about the possibilities to learn German:

https://www.jura.uni-freiburg.de/en/international-office/key-information/how-to-learn-german-in-freiburg?set_language=en

The Language Teaching College (SLI) of the University of Freiburg offers intensive (fee paying) courses during the semester breaks and free language courses for Erasmus during the teaching periods.

SLI Courses during Semester Breaks

The SLI offers different types of intensive German courses in March, August and September and in February or July. For course types and dates as well as deadlines for application please refer to the **SLI – website**:

https://www.sli.uni-freiburg.de/german/intensive/intensive?set_language=en

Please complete the online application on the SLI – website well in advance as courses may be fully booked rather quickly.

Since the dormitory rooms for Erasmus exchange students are not available until **October 1st**, we recommend that you request a room from SLI for the duration of the language course.

Courses during the teaching period:

During the semester, SLI invites Erasmus and faculty exchange students to attend free language and regional studies courses.



Please note that the SLI also offers a special course on legal German.

Important: Participants must possess **A2 level** language skills according to the Common European Framework of Reference for Languages in order to attend these courses. Those who do not possess this language level will not be permitted to participate in these courses. In those cases, the student may attend SLI courses that are subject to fees.

Online registration is required for all courses.

http://www.sli.uni-freiburg.de/course-catalogue/coursecatalogue?set_language=en

Online registration is normally possible on the **SLI homepage** from **mid-September to mid-October** for the winter semester and **from mid-March to mid-April** for the summer semester. **Please apply as soon as possible. Applicants will be selected first come first serve.** Should all courses during the semester be fully booked already, we advise you to check on the SLI – website for evening courses.

Academic Information

Academic Calendar

The academic year in Germany is divided into a winter semester (October 1st – March 31st) and summer semester (April 1st – September 30th).

www.studium.uni-freiburg.de/en/dates-deadlines-events/semester-dates-and-teaching-periods

Teaching Periods		
Semester	Beginning	End
Winter Semester 2018/19	Monday, 15. October 2018	Saturday, 09. February 2019
Summer Semester 2019	Tuesday, 23. April 2019	Saturday, 27. July 2019
Winter Semester 2019/20	Monday, 21. October 2019	Saturday, 15. February 2020
Summer Semester 2020	Monday, 20. April 2020	Saturday, 25. July 2020
Winter Semester 2020/21	Monday, 19. October 2020	Saturday, 13. February 2021
Summer Semester 2021	Monday, 19. April 2021	Saturday, 24. July 2021
Winter Semester 2021/22	Monday, 18. October 2021	Saturday, 12. February 2022
Summer Semester 2022	Monday, 25. April 2022	Saturday, 30. July 2022

Course Catalogue

The course catalogue will be published two months before the start of each semester. To start planning courses and complete the Learning Agreement in advance (Erasmus students) you may refer to the course catalogue from the previous year. The up-to date course catalogue is available on our website via “Key information” – “Course catalogue”.

Course Catalogue

You can find **announcements of courses** also on the webpages /Lehre/ of the institutes/departments of the Law Faculty: <https://www.jura.uni-freiburg.de/de/institute>

Please note remarks regarding course times that accompany all course announcements. For example, c.t. (cum tempore) means that the lecture starts 15 minutes after the given time; s.t. (sine tempore) means that the lecture starts at given time.



Types of Courses

Lecture: In a lecture, the instructor presents the content. Generally speaking, students do not actively participate, although lecturers may at times call for participation. Regular student attendance is not taken. Erasmus students have the option of completing a written or oral exam on lecture content at the end of the semester. It is not necessary to register for a lecture, but if you wish to complete an exam at the end of the semester you must inform the professor at the beginning of the semester.

Exercise: Assessment of work in an exercise is based on two achievements: A two to three-hour written exam and a final term paper to be written during the semester break. The final term paper must be in the form of a case study dealing with a variety of legal problems, and is usually around 20-25 pages in length.

Seminar: (*open for LL.M. students*) The aim of the seminars is to perform a deeper analysis of details and problems in particular areas of legal theory and thus involves considerable independent research. Every participant is given a specific subject to work on. The final grade will be based on a 20-30 page term paper and an oral presentation on the same topic. Registration is required. Please note that registration for a seminar may be at the end of the previous term or the start of the term break.

Exercises and “WuV-Kurse” are not open for international students as they address students who have to pass the First State Examination.

Courses offered in the “Schwerpunktbereich” (SPB) focus on specialised fields of law and are open for international students.

For Erasmus students only: Learning Agreement

Before you begin your studies in Freiburg, we request that you list your selected courses in a Learning Agreement (Online System “Mobility Online”). You are free to choose from any of the courses being offered. Your Learning Agreement must be signed by the International Office (Auslandsbüro) of the Faculty of Law. Please turn it in at the “Auslandsbüro” for the re-



quired signature at the latest four weeks before the term starts and we will then send it to your home university.

ECTS Credits (Erasmus students and Faculty Exchange Program, FreeMover)

Our ECTS-Creditsystem is undergoing some changes. Further information will be released soon.

Exams

Exams are usually held at the end of each semester or in the very first week of the semester break. The professor decides if the exam will be offered in an oral or written form. Whether students are required to solve a case or answer questions on material dealt with in the seminar is at the professor's discretion. Please enquire about exam dates at the very beginning of the semester. **On our Orientation Day (October 17th 2019) you will receive more information about courses, exams and course certificates.**

Credits for LL.M. students

According to the examination regulation for the LL.M.-programme, LL.M. students do not receive ECTS, but have to pass a number of obligatory exams and obtain a specified number of contact hours per week per semester ("*Semesterwochenstunden-SWS*"). A course of two hours per week provides two contact hours/SWS. On our Orientation Day October 17th 2019 you will receive detailed guidance on the obligatory exams and the contact hours/SWS required.

Important Information for all international students:

- 1) Please indicate in the exams whether you are ERASMUS or faculty exchange student, FreeMover or LL.M-student! We will send you the corresponding form to hand in with your exam by email before exams commence.
- 2) Please bring your own pen and paper and your UNICARD to the written exams.

Grading

Local Grade	ECTS Grade	% of successful students normally achieving the grade	Definition
13-18	A	10	<u>Excellent</u> : outstanding performance with only minor errors
10-12	B	25	<u>Very Good</u> : above the average standard but with some errors
7-9	C	30	<u>Good</u> : generally sound work with a number of notable errors
5-6	D	25	<u>Satisfactory</u> : fair but with significant shortcomings
4	E	10	<u>Sufficient</u> : performance meets the minimum criteria
1-3	FX	-	<u>Fail</u> : some more work required before the credit can be awarded
0	F	-	<u>Fail</u> : considerable further work is required

4 points are necessary for a passing exam grade.

Exam results

Exam results will be accessible through HISinOne.

Transcript of Records – Erasmus and exchange programs

At the end of the academic period a certificate will be issued to all Erasmus and faculty exchange students stating all courses attended and examinations completed. In this “Transcript of Records” the student’s performance is listed in a simple and comprehensive manner so that the transcript information is easily transferable and comprehensible to receiving institutions.



Important: Before you leave Freiburg please let us know all the exams you have taken to make sure that we can issue a complete Transcript for you.

The Transcript contents:

- Content and type of the attended courses and/or completed exams
- Total ECTS-points
- Examination-grade (national)
- ECTS grade

Lectures at other Departments

You may hear lectures in other fields than law. If you want to take an exam in this lecture you need to register for the chosen field at the time of your registration in Freiburg. Please check with us first. We will be pleased to help you in that matter.



Practical Advice

Get a Buddy!

The idea of the Faculty of Law Buddy Programme is to integrate you easily as an international student into your new life in Freiburg! By arrival in Freiburg we want you to become familiar with the city and its life in no time at all! Law students of Freiburg University will be happy to assist you on your first steps. Please note that this programme organized by the Faculty of Law should not be mistaken for the University's Buddy-Programme.

If you are interested in taking part in the Buddy Programme just send us an e-mail to buddy-programm@jura.uni-freiburg.de. We will try and find you a welcoming and friendly student who even may pick you up from the train station at the day of your arrival.

For more information visit

www.jura.uni-freiburg.de/en/international-office/incomings/get-a-buddy

Arriving in Freiburg

By train:

'Intercity Express' (ICE), 'InterCity' (IC), or Regional Express (RE) on the Mannheim / Karlsruhe and Basel routes (also from Frankfurt Airport).

More information under www.bahn.de

It's about a 5-minute walk from the train station to the main University campus. You may also take the tram to "Stadttheater". Please note: All trams departing from the train station and heading toward the city centre stop at "Stadttheater".

By plane:

EuroAirport Basel-Mulhouse-Freiburg (www.euroairport.com). You may take a shuttle bus to Freiburg. This ride takes about 1 hour.

Other airports: Zürich, Karlsruhe/Baden-Baden, Straßburg, Stuttgart or Frankfurt.

By car:

Freiburg is close to the A 5 highway and is easy to get to from Basel, Straßburg or Karlsruhe; take the "Freiburg Mitte" exit.



Transport in Freiburg

Freiburg is a “bicycle city”. To get around in Freiburg it is usually faster and easier to go by bike than by car. You can buy cheap bicycles at auctions organized by the city of Freiburg, at one of the many bike shops or you may find bikes in the advertising journal called “Zy-presse”.

Public transport in Freiburg is also very good. For longer distances within the city you may take the Tram run by the VAG (*Verkehrsbetriebe Freiburg*) and/or the bus for longer ones. Tickets may be purchased either directly at machines located in trams and buses, or at VAG-*Pluspunkt* (Infopoint) located on “Salzstraße”. Payment of your semester fees also automatically entitles you to purchase the reduced “Semesterticket” for 94€ (also available online). For more information please visit www.vag-freiburg.de.

You may use public transport in Freiburg for free after 7.00 p.m. if you carry your Unicaard, a valid photo ID and the “19 o'clock proof” (“19 Uhr-Nachweis”).

University Library or “UB”

The university library (Universitätsbibliothek), or UB for short (see area map), is the largest scientific library in the region. The UB holds over 3.5 million books and provides students with extensive access to online and electronic media. The UB offers a wide variety of learning and research materials.

Opening Hours:

Opening hours UB: Monday to Sunday from 7.00 a.m. – 12 p.m. (with your “Unicaard”). Last entrance at 11:45 p.m.

For more information on the UB and to search for books in the online catalogue, please visit the UB's website:

<https://www.ub.uni-freiburg.de/>



To check out books at the UB and to use the copy machines at the University, you will need your **“Unicard”**.

The Juridicum (Library of the Law Department)

The department library (Seminarbibliothek) of the Faculty of Law was founded in 1889 and currently holds over 250,000 volumes and around 700 journals. It is strictly a reference library, meaning the books may not be borrowed. With the reopening of the new University Library in 2015 the Library of the Law Faculty moved out of the KG II and permanently into that new building. It nowadays occupies its second floor, the Juridicum.

PC workstations

The UB offers PC workstations at several locations. PCs are equipped with the regular windows applications and have internet access.

You must sign in by using the available PCs. To do this you will require a valid account from the computer center or *Rechenzentrum* (RZ). The Studentenwerk will automatically send you the account number via e-mail after your matriculation at the University is completed.

Unicard

After you have been accepted to the University of Freiburg you will automatically receive the Unicard which has several functions: It serves as your student identification card, library card and copy and cafeteria card. You may use your EC card to put money on the Unicard. This can be done at machines located in the cafeteria (Mensa), in the UB and in KG III (ground floor next to the university's post office). If you wish to top up your card using cash this may be done at any of the university cafés or cafeterias. You can also use your Unicard in combination with a valid photo ID and the "19 o'clock proof" ("19 Uhr-Nachweis") as a ticket for free public transport in Freiburg after 7.00 p.m.



Student Council (Fachschaft)

It is the Fachschaft's responsibility to represent the interests of law students at faculty level to the best of their ability. Thus every summer semester five law students are elected into the so-called faculty council (a committee consisting of professors, academic personnel, and students) to assist in making decisions which affect the entire faculty.

The Fachschaft also issues a newsletter and maintains an internet forum where current issues can be discussed and debated. The council also offers additional services such as a collection of exams, example term papers and a book exchange where students can buy and sell used books. In the past the Fachschaft's work was typically limited (in contrast to other faculties) to the faculty council representatives. However over many years the so-called "open student council" (offene Fachschaft) has openly welcomed anyone who is interested in participating in the day-to-day work of the Fachschaft or even those who just want to get involved in those projects they find interesting.

For more information please visit:

www.jura.uni-freiburg.de/de/einrichtungen/fachschaft/fachschaft

Specialised Literature at Walthari

A large selection of specialised legal literature can be found at the Walthari bookshop located on the ground floor of KG II, or at Schwanhäuser bookstore (across the street on the Bertoldstraße). The Fachschaft offers a selection of used books. Another inexpensive alternative is to order law books from the dtv-Verlag. The newest editions of legal standard issues are available for lending at the UB.

Cafeteria (Mensa)

The Mensa located on the Rempartstraße (see area map), is the easiest and cheapest way to enjoy a warm lunch or dinner. There is a large selection of dishes including a salad bar and organic and vegetarian options. You can pay using your Unicard. To see the current menu please visit www.swfr.de/essen-trinken/speiseplaene.



Studentenwerk Freiburg (SWFR)

The Studentenwerk Freiburg does not only run the Mensa but also offers a wide range of other services such as assisting students in finding jobs and flats and the International Club. The International Club gives students from abroad the chance to meet other students to participate in field trips, regular cultural events and to find a German tandem partner (language exchange partner).

For more information, please visit <http://www.swfr.de>.

Recreational Sports Programme

You can participate in sporting events and courses offered at the Albert-Ludwig University.

A lot of courses are free of charge such as volleyball, aerobics or swimming. For these courses registration is not necessary. For other courses such as climbing or kayaking a fee must be paid and registration is compulsory. As the number of participants is limited please register online as soon as possible (beginning of October for the winter semester and beginning of April for the summer semester).

For information on course offerings and to sign up: <http://www.hochschulsport.uni-freiburg.de>

E-Mail: ahs@sport.uni-freiburg.de, Tel. +49 (0)761 203-4513

Registration Removal (Exmatrikulation)

In order to be removed from the register of students you must fill out the form which can be found on this website:

http://www.studium.uni-freiburg.de/en/student-services/exmatrikulation?set_language=en

→ “Antragsformular zur Exmatrikulation” (pdf), and return it to the Studierendensekretariat (located Sedanstr. 6).



Important: Before submitting this form, you must go to the library and have the form stamped. This stamp certifies that you have no pending fees or library books in your possession.

Leisure Time / Going out

For information on events and activities such as movies, theatre or concerts, etc., please visit:

www.fudder.de

www.freiburg.de

www.isle-of-innisfree.de

www.crash-musikkeller.de

www.ewerk-freiburg.de

www.elpi-freiburg.de

www.jazzhaus.de

www.waldsee-freiburg.de

www.theater.freiburg.de

www.wallgraben-theater.com

www.freiburg-im-netz.de

www.zmf.de

Recommendations for bars, clubs, restaurants and much more can be found in the information brochure for first semester students created by the Faculty of Law's student council or Stura (www.stura.uni-freiburg.de) as well as "Erasmus Freiburg" via Facebook.



Tourist Information

Freiburg is surrounded by a variety of different landscapes that are among the most beautiful in Germany. To the west unfolds the Kaiserstuhl which is famous for its excellent wines and fruits. It is also one of the most popular areas to go hiking and walking and to visit one of the many “Strauße” (small family-owned restaurants or cafés which open only seasonally). Between the Kaiserstuhl and Alsace, France, is Breisach one of the oldest and most significant cities in the Breisgau area and definitely worth a visit. To the south the Breisgau joins up with the Markgräflerland. Here one is lured by beautiful villages such as Staufen and Sulzburg and mesmerized by the picturesque ambience of castles and vineyards.

It should also be noted that Freiburg lies at the foot of the Black Forest, the highest low-mountain range in Germany. Numerous recreational and leisure activities such as hiking, climbing, mountain biking or skiing, make the Black Forest a very popular destination. The efficient public transport system also makes access to these activities quick and easy. There are also plenty of field trips destinations in Freiburg’s immediate surroundings. For example, Freiburg’s landmark mountain the Schauinsland. To explore the Schauinsland take the cable car (Schauinslandbahn) up the mountain and visit the “Schaubergwerk”, a former mine that has been converted into a tourist attraction.

Freiburg lies in what is known as the “Dreiländereck”, or the three-corner country, where Germany, France and Switzerland meet. Freiburg’s location thus makes trips to Alsace or northern Switzerland an ideal way to spend a day. Alsace draws tourists in with its charming little towns, fine wines and cheeses and cultural treasures such as the Isenheimer altar in Colmar. Basel, Switzerland is an especially beautiful city located at Freiburg’s doorstep. The city entices tourists with culture and the charm of Swiss composure. However be aware Switzerland can be expensive!

Coming to an end: Those of you who wish to see something other than the University and Freiburg at the weekend will be spoiled for choice!

Further information: www.freiburg.de, www.tourismtrirhena.com, <https://visit.freiburg.de/>



Important addresses

International Office, Faculty of Law

(Auslandsbüro der Rechtswissenschaftlichen Fakultät)

Susanne Hofmann (ERASMUS+; Free Mover)
Simone Bemmann, Ass.iur. (LL.M., EUCOR-Master)
Charlotte Willmann, M.A. (Faculty exchange, UConn, Double Master)
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79085 Freiburg
Tel.: +49 (0) 761 203-2185
Fax: +49 (0) 761 203-5524
E-Mail: international@jura.uni-freiburg.de
www.jura.uni-freiburg.de/de/internationales/kontakt
www.jura.uni-freiburg.de/en/international-office/incomings

Office hours:

The Erasmus consultation will be canceled until further notice. Inquiries please by e-mail.

Susanne Hofmann: Mo and Wed 10-12 clock

Simone Bemmann: Thu 10-12 clock

Charlotte Willmann: Fri 10-12 clock

Faculty of Law (Rechtswissenschaftliche Fakultät)

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+49 (0) 761 203-2139
Fax: +49 (0) 761 203-2137
E-Mail: dekanat@jura.uni-freiburg.de
www.jura.uni-freiburg.de/de/einrichtungen/dekanat



Academic Advising (Studienfachberatung):

Studienfachberatung der Rechtswissenschaftlichen Fakultät,

Bertoldstraße 17

Raum 212a (Alte Uni/Old university building)

D-79085 Freiburg

Phone: +49 (0)761 203 - 9015, -2143 or - 2296 (Mon to Fri)

E-Mail: studienberatung@jura.uni-freiburg.de

www.jura.uni-freiburg.de/de/einrichtungen/studienfachberatung

Student Council (Fachschaft Jura)

Werthmannstr. 4

79085 Freiburg

Tel: +49 (0) 761 203-2136

Email: fachschaft@jura.uni-freiburg.de

www.jura.uni-freiburg.de/de/einrichtungen/fachschaft/fachschaft

Sprachlehrinstitut der Albert-Ludwigs-Universität Freiburg (SLI)

Universitätsstr. 5, 79098 Freiburg

Tel.: +49 (0) 761 203-3224 (Sekretariat, general information)

Tel.: +49 (0) 761 203-3271 (specific information)

Fax: +49 (0) 761 203-3516

E-Mail: info@slf.uni-freiburg.de

www.sli.uni-freiburg.de

Studierendennetzwerk Freiburg (SWFR)

Basler Str. 2, 79100 Freiburg

Tel.: +49 (0) 761 2101-200

Fax: +49 (0) 761 2101-303



swfr@studentenwerk.uni-freiburg.de

www.swfr.de

City of Freiburg (Stadt Freiburg)

Bürgeramt

Fehrenbachallee 12

79106 Freiburg

E-Mail: buergeramt@stadt.freiburg.de

www.freiburg.de/pb/_Lde/205348.html?amtsID=1046045

ERASMUS (EU office)

Albert-Ludwigs-Universität Freiburg

Erasmus-Studium-Team, Herr Eckelt (Erasmus/LLP Appointee: Responsible for all questions related to application and enrolment at the University of Freiburg)

Service Center Studium

Sedanstraße 6, Zimmer 02024 (Street left to the city theatre)

Tel.: +49 (0) 761 203-4269

Fax: +49 (0) 761 203-9084

E-Mail: ulrich.eckelt@zv.uni-freiburg.de

www.studium.uni-freiburg.de/de/beratung/austausch/erasmus

Erasmus-Code: **D FREIBUR01**

Contact hours: (also during semester break)

Monday, Tuesday and Thursday: 9:00 a.m. to 12:00 a.m.

Tuesday and Thursday: 2:00 p.m. to 4:00 p.m.