<table>
<thead>
<tr>
<th>Section</th>
<th>Title</th>
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<tbody>
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<td>INTRODUCTION</td>
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<td>2</td>
<td>HOW CAN I FIND MY COURSES?</td>
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<td>3</td>
<td>WHICH COURSES CAN I CHOOSE?</td>
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<td>4</td>
<td>GUTENBERG INTERNATIONAL SCHOOL</td>
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<tr>
<td>5</td>
<td>HOW DO I REGISTER FOR COURSES?</td>
</tr>
<tr>
<td>6</td>
<td>LINKS</td>
</tr>
</tbody>
</table>
SURELY YOU HAVE MANY QUESTIONS...

• Who can help answer all my questions?
• Where can I get advice?
• Which courses can I attend at JGU as an exchange student?
• How can I find courses in the JGU course catalogue?
• Which courses are taught in English or in another foreign language?
• How can I register for courses and when is the deadline?
...WE HAVE THE ANSWERS! 😊

GIS SERVICES

• We can provide an **overview** of your exchange semester at JGU

• Answer **general questions** about the course registration process like:
  
  – How do I register?
  – Where can I find the registration form?
  – Problems with downloading the form?
  – How do I fill in the form?
...WE HAVE THE ANSWERS! 😊

DEPARTMENTAL ACADEMIC ADVISORS & ERASMUS DEPARTMENTAL COORDINATORS

- Answer your **academic** questions

- Give you advice on your **choice of courses** and the **course contents**:
  - How many ECTS?
  - Can I select this specific course?
  - Which courses are right for me?
  - What language skills do I need for the course?

- The Departmental Coordinators are also responsible for **signing your registration form**
STRUCTURE OF JGU

• Central Administration
  – GIS Services / International Office
  – Student Services
  – International Language Center etc.

• Faculty – Department / Institute – Subject
  – Ten faculties
  – Mainz School of Music
  – Mainz Academy of Fine Arts

Faculty 06 is located in Germersheim, approximately 100 km away from Mainz.
2 – HOW CAN I FIND MY COURSES IN?

1. Select “Course Catalogue”
2. Select Semester
3. Select Faculty

https://jogustine.uni-mainz.de

= all courses offered by all departments and institutes

No login necessary!

You can change languages in the top right-hand corner.

Johannes Gutenberg University Mainz
2. How do I find my courses in JOGU-StlNe?

Option A:
You can use the **SEARCH** function in JOGU-StlNe to search for specific courses:

1. Select faculty or other search criteria
2. Show digital offers
3. Search

No login necessary!
**Option B:** You can also click through to specific courses:

https://jogustine.uni-mainz.de

1. Select "Course catalogue"
2. Select semester
3. Select Faculty
4. Select subject (Fach)
5. Select type of course

No login necessary!
= Result: List of courses available
You can find further details in the course descriptions by clicking on the course

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
<th>Instructor</th>
<th>Event Type</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>03.135.16452</td>
<td>BWL für Juristen - eine praxisnahe Einführung in die Grundlagen der BWL</td>
<td>Dominic Kaiser</td>
<td>online: Kurs</td>
<td>Sat, 23. Apr. 2022 [10:00] - Sat, 14. May 2022 [15:00]</td>
</tr>
</tbody>
</table>
05.874.522 Graduate Seminar 522 English Literature and Culture: Distance and Dialogue in the Postcolonial Short Story

Content displayed:

a. Course number
b. Course title
c. Course description:
   - Place, time, dates
   - Lecturer
   - Language
   - Contents
   - Important information

Please note that sometimes the course description is more detailed in the German version.
3 – WHICH COURSES CAN I CHOOSE?

COURSES AVAILABLE AT JGU FOR EXCHANGE STUDENTS

• Courses from all fields of studies in **almost** all departments

• The academic advisors will tell you if a specific course is open to you

• Additional interdisciplinary course offers:
  Studium Generale
  Computer Skills (ZDV – Zentrum für Datenverarbeitung)
  „Schreibwerkstatt“ (Only via: [www.schreibwerkstatt.uni-mainz.de](http://www.schreibwerkstatt.uni-mainz.de))

• Special offers by the **Gutenberg International School**
  [www.international-office.uni-mainz.de/exchange/gis/](http://www.international-office.uni-mainz.de/exchange/gis/)
You would like to...

...improve your German skills?

...earn credits?

...expand your horizon?

Then go ahead and have a look at what the Gutenberg International School has in store for you!

You can find the current course offers for the summer semester 2022 here: [https://www.international-office.uni-mainz.de/exchange/gis/](https://www.international-office.uni-mainz.de/exchange/gis/) - course registrations via the respective departments, not via GIS!
Course Offer in History & Culture (in English)

• Regional & German History
• North American & British History
• Language, Culture and Nationality
• Cultural and Media Geography
• Techniques of Academic Work in Germany
Course Offer in Social Sciences & Society (in English)

- Media & Politics in Israel (Israel professorship)
- International Relations
- Contemporary Research in Social Sciences

Want to do something ICONic?

Then join the Team of the 5th International Students Conference ICON 2022
And help offer students from all over the world a platform to exchange ideas and connect interdisciplinary.

ICON Mainz: International Students' Conference

- Globalization & Media
- Innovation and Sociology
- Techniques of Academic Work in Germany
**GERMAN HISTORY & CULTURE (Intermediate German level)**

- Conversation Courses (talk about current topics in Germany)
  For registration, please write an email with your German level to
  gis@international.uni-mainz.de

- Reading Course(s) of German Literature

- Course on German Grammar
  (here: B2 level of German or better recommended)

- German History: Die Frankfurter "Revolte"
  der 1970er Jahre - Ein Oral History Projekt
Course Offers

- Language Courses from A1.1 to C1.2
  - Sessions on 2-3 days per week with a total of 6 academic hours (45 minutes)
  - You will obtain ECTS credits for a successfully completed course

→ Online Registration:
https://www.issk.uni-mainz.de/deutsch-als-fremdsprache/studienbegleitende-deutschangebote/anmeldung-fuer-die-deutschkurse/

Registration from April 06th to April 11th 2022
Further Services of the Gutenberg International School

We maintain a list of all non-German taught courses which are open to you (incl. Online courses at Campus Germersheim)

www.international.uni-mainz.de/exchange/gis/
(see download section)
WHAT DO I NEED FOR THE COURSE REGISTRATION?

1. Computer
2. Course catalogue JOGU-StINe (no login required)
3. Registration form
4. List of academic advisors
5. Personal advice by the academic advisors
WHAT DO I NEED TO CONSIDER? „DOS & DON‘TS“

**DOS:**
Learning Agreement
The selection of courses should resemble the courses selected in the Learning Agreement

**ECTS**
If possible, half of the courses (measured in ECTS) should be selected from your major subject (see admission letter)

**DON‘TS:**
Courses offered by the School of Music, the Academy of Fine Arts and Medicine (except for non-German courses) are unfortunately not open for exchange students from other subjects
WHEN IS THE DEADLINE TO REGISTER?

• The deadlines for the registration are determined by the different departments

• There is no general registration deadline

• Ideally you should know which courses you want to attend at the beginning of the lecture period or at the end of the first week of the lecture period
COURSE REGISTRATION:

EXCEPTION 1: LAW

→ To register for law courses you need a special form

→ You can request it from the academic advisor for exchange students Mr. Klaus Mayer
COURSE REGISTRATION: EXCEPTION 2: ECONOMICS

→ Course registration for Economic courses for students enrolled in Economics

→ online via JOGU-StINe

→ TAN list required (You will receive this after enrollment)

Questions regarding the selection of courses can be answered by the ERASMUS Office erasmus-wiwi@uni-mainz.de or the International Office (non-ERASMUS) fb03-international@uni-mainz.de of the Gutenberg School of Management and Economics.
REGISTRATION STEP 1:
DOWNLOAD AND FILL IN THE REGISTRATION FORM

Where can I find the form „Course registration for exchange students“?

→ In the „Downloads and Links“ section on
www.international-office.uni-mainz.de/exchange/gis/

→ Open the document and enter your course selection
Fill in the form

(1) Personal data
(2) Major subject
(3) “I’m newly enrolled at JGU”
**Anmeldung zu Lehrveranstaltungen für Austauschstudierende**

**Course Registration for Exchange Students**


Please go to [jgu.de](http://www.jgu.de), change the language to English in the top-right corner, click on "Course Catalogue" and select the respective semester on the left-hand side. The courses are sorted by the faculties that offer them. If you are not sure which faculty offers your course of study, please go to [study.uni-mainz.de/exchange-of-courses/2/](http://www.study.uni-mainz.de/exchange-of-courses/2/). Then, complete this registration form with all the courses you wish to attend and send it to the academic advisor(s) (A.A.) of each subject in which you plan to take courses in. They will then check and confirm your choice. Please note: Your course registration is binding and cannot be changed once the registration process is completed.

### Personal Data

<table>
<thead>
<tr>
<th>Nachname/Family Name</th>
<th>Vorname/First Name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Matrikelnummer/Student Number</td>
<td>E-Mail-Adresse/Email Address</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Studium/ Course of Study

<table>
<thead>
<tr>
<th>Semester/Semester</th>
<th>Kernfach/Major</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

### Immatrikulation an der Uni Mainz

- Ich bin neu an der Uni Mainz immatrikuliert. I'm newly enrolled at Mainz University.
- Ich bin seit dem letzten Semester an der Uni Mainz immatrikuliert. I've been enrolled at Mainz University since last semester.

### Veranstaltungsanmeldung/ Course Registration

<table>
<thead>
<tr>
<th>Fach/Subject</th>
<th>Nummer/Number</th>
<th>Kursitleit/ Course Title</th>
<th>Wochentag und Uhrzeit/ Weekday and Time</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deutsch für Austauschstudiende/German Course for Exchange Students</td>
<td>10 026.999</td>
<td>Musterveranstaltung/Example Course</td>
<td>Mi 16 15-11-45 Uhr</td>
<td></td>
</tr>
</tbody>
</table>

Fill in the form

**(4) Courses**

**(5) Once you’ve completed the form, save it and send it via e-mail to your departmental coordinator.**
REGISTRATION STEP 2: PERSONAL CONSULTATION WITH YOUR ACADEMIC ADVISOR

1. Open the list “Academic advisors for course registration exchange students“ to find your contact person in the department(s)

2. Write an email to the relevant academic advisor with your filled out form attached and, if need be, arrange personal consultation with him or her

Where can I find this list?
→ In the „Downloads and Links“ section on www.international-office.uni-mainz.de/exchange/gis/
6 – LINKS

**DIESE PRÄSENTATION | THIS PRESENTATION**

Deutsch: [www.international.uni-mainz.de/infodays-sommersemester-2022/](http://www.international.uni-mainz.de/infodays-sommersemester-2022/)

English: [www.international-office.uni-mainz.de/infodays-summer-semester-2022/](http://www.international-office.uni-mainz.de/infodays-summer-semester-2022/)

**FACEBOOK-GRUPPE | FACEBOOK GROUP**

JGU Comes To You - Summer Semester 2022
[www.facebook.com/groups/JGUComesToYou](http://www.facebook.com/groups/JGUComesToYou)