

Checklist Erasmus+ 2024/25

Mainz University (D MAINZ01)

What?	When?	Where?
<input type="radio"/> Registration at the partner university	After you have been nominated by your Erasmus+ coordinator in Mainz	Information on the partner university's website
<input type="radio"/> Accommodation	After you have been nominated by your Erasmus+ coordinator in Mainz	Information on the partner university's website
<input type="radio"/> Certificate confirming international health insurance	After you have been nominated by your Erasmus+ coordinator in Mainz	Contact your health insurance provider
<input type="radio"/> Academic leave of absence from JGU	Before you re-register for each semester for the entire study abroad period	Information and application: https://www.studium.uni-mainz.de/en/during-your-studies/organizing-your-studies/leave-of-absence/
<input type="radio"/> Enrollment at the partner university on site	After you arrive at the partner university	Information on the partner university's website
<input type="radio"/> Reimbursement of the semester ticket fee	November 8, 2024, for winter semester 2024/25 May 7, 2025, for summer semester 2025	Application and information: AStA Department of Transport, https://en.asta.uni-mainz.de/sb/asta/transport/semester-ticket-refund/
<input type="radio"/> Confirmation of arrival	1 month after the official start of your studies abroad	To be emailed to the International Office (with signature/stamp)
<input type="radio"/> Online Learning Agreement (OLA)	1 month after the official start of your studies abroad	Online
<input type="radio"/> Online Learning Agreement (OLA) Changes to the original OLA	ONLY necessary if changes are made	Online
<input type="radio"/> Confirmation of departure	1 month after the official end of your studies abroad	To be emailed to the International Office (with signature/stamp)
<input type="radio"/> EU online survey	Once you receive the link to the corresponding portal from the EU	To be filled out online (Within 30 days)
<input type="radio"/> Transcript of records Receiving institution (= certificate issued by the host institution)	Within 2 months after the official end of your studies abroad (by August 31, 2025, at the latest!)	To be emailed to the International Office (with signature/stamp)
<input type="radio"/> Transcript of records Sending institution (= Credit transfer recognition from JGU)	About 2 months after the official end of your studies abroad (by August 31, 2025, at the latest!)	To be emailed to the International Office (with signature/stamp)

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If you lose Erasmus+ forms (e.g., Confirmation of arrival) you can download them at any time from the following link:

jgu.to/studium/erasmus-dokumente