



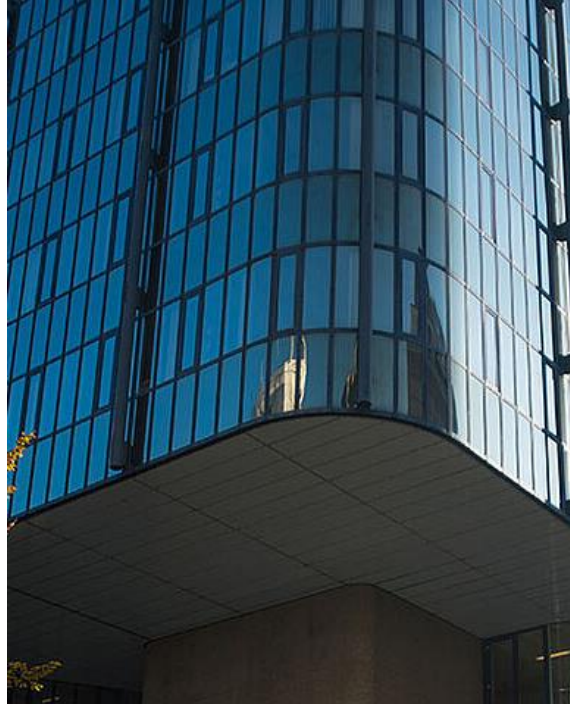
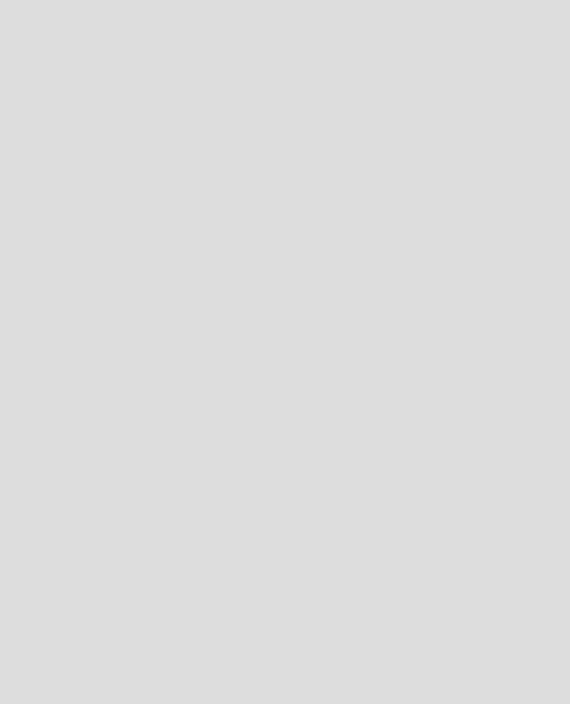
Erasmus+

# Incoming Event

---

UNIV.-PROF. DR. HELMUT OFNER, LL.M.

UNIV.-PROF. DR. IRMGARD MARBOE



WELCOME  
TO THE  
UNIVERSITY  
OF VIENNA!

---



universität  
wien

# WHAT WILL WE DO TODAY?

---

- Website
- The Coordinators
- Floor Plan
- Course Directory And Courses
- Trouble Shooting
- The Learning Agreement

# WEBSITE

---

All relevant information (including the presentation slides) can be found on our Website!

ERASMUS am Juridicum

<https://erasmlaw.univie.ac.at/>

# THE COORDINATORS

---



**Prof. Irmgard Marboe**

[marboe.erasmus.rewi@univie.ac.at](mailto:marboe.erasmus.rewi@univie.ac.at)

Staircase II, 5<sup>th</sup> floor, room R539\_1

*Office hours:* Thursdays from 16:00-17:00

Assistants: Mag.<sup>a</sup> Celina Saci

Adela Zinschitz



**Prof. Helmut Ofner**

[erasmus.ofner@univie.ac.at](mailto:erasmus.ofner@univie.ac.at)

Staircase I, 5<sup>th</sup> floor, room R529

*Office hours:* On request

Asstistant: Mag.<sup>a</sup> Nina Schneider



**Prof. Wolfgang Wieshaider**

[wolfgang.wieshaider@univie.ac.at](mailto:wolfgang.wieshaider@univie.ac.at)

Schenkenstraße 8-10, 1010

Room 4OG039

*Office hours:* Thursdays 14:30-15:30

Asstistant: Mag.<sup>a</sup> Nina Schneider

# Juridicum – the Law Faculty

## BACK ENTRANCE

„Stiege 2“ – Staircase 2

Rooms:

6th floor: SEM 63, SEM 64

5th floor: SEM 53, SEM 54

4th floor: SEM 43, SEM 44

3rd floor: SEM 33, SEM 34

2nd floor: SEM 20

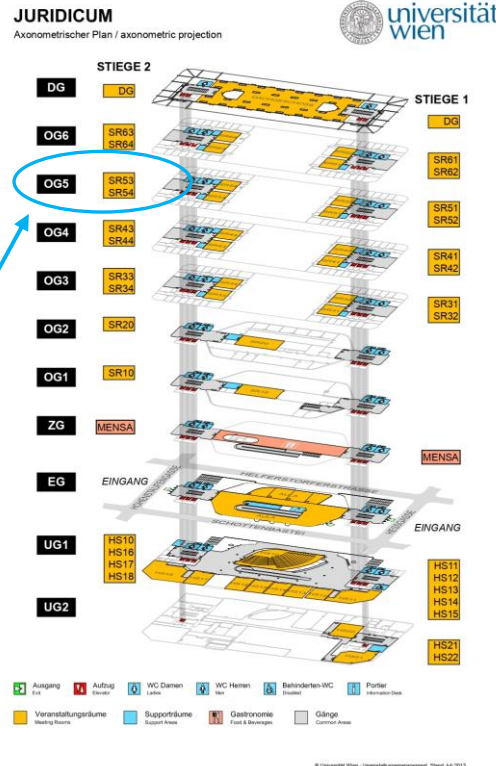
1st floor: SEM 10

Hörsäle (Auditoriums)

UG1 (first underground floor):

U10 – U16

Staircase 2, 5th floor:  
Prof. Marboe's Erasmus  
Office



## FRONT ENTRANCE

„Stiege 1“ – Staircase 1

Rooms:

6th floor: SEM 61, SEM 62

5th floor: SEM 51, SEM 52

4th floor: SEM 41, SEM 42

3rd floor: SEM 31, SEM 32

2nd floor: SEM 20

1st floor: SEM 10

Hörsäle (Auditoriums)

UG1 (first underground floor):

U10 – U16

UG2: U21, U22

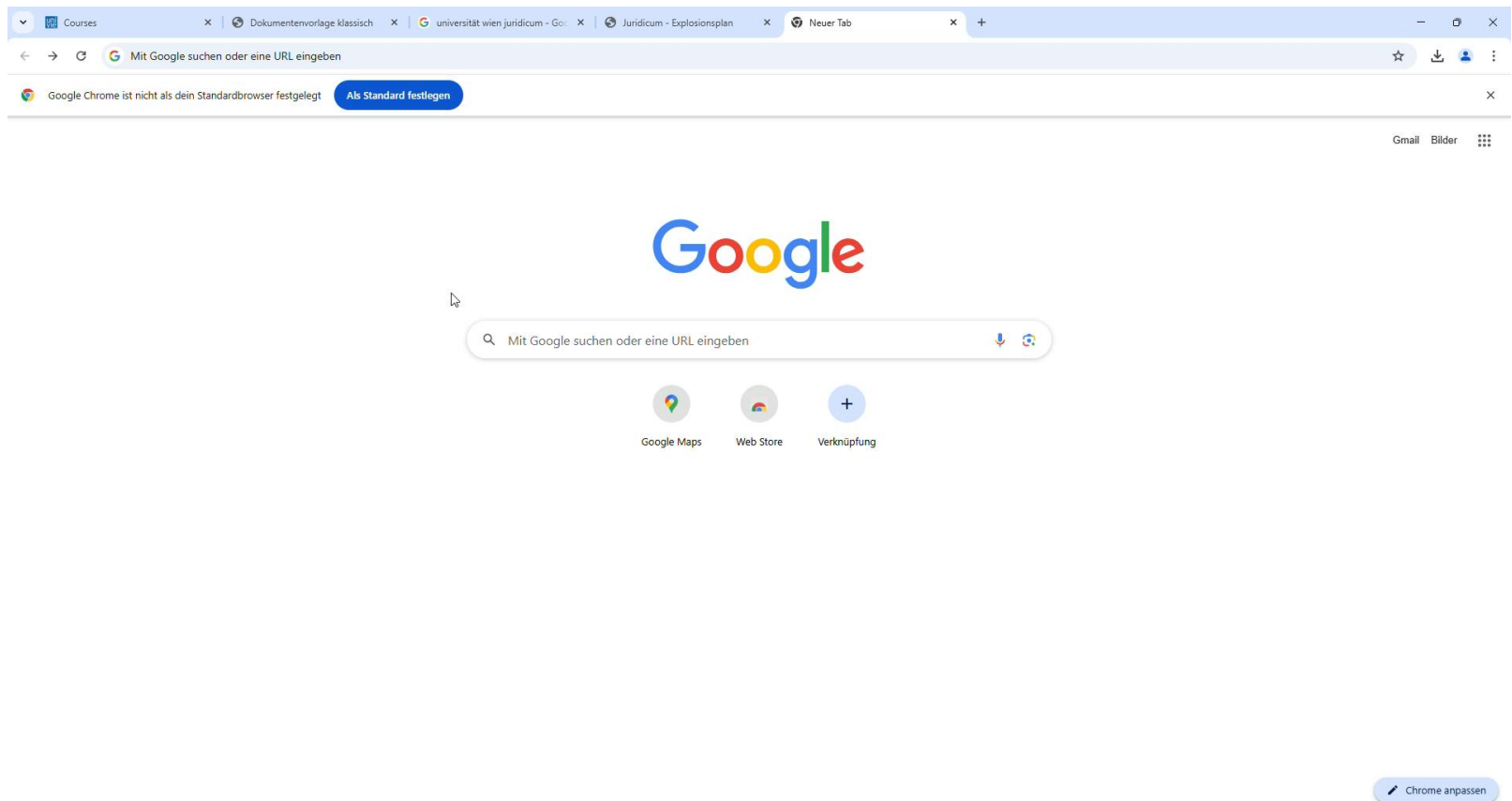
# COURSES

---

- Courses in German and English (e.g. "030132 KU - the Austrian Legal System")
- Types of courses:
  - ~~VO – Lectures~~ VO – only if there is an end exam offered!
  - KU – Courses
  - SE – Seminars
  - ~~RE – Repetition Lectures~~
  - ~~LIE – Exercises~~
- Which Courses may I **not** take?
- Which courses are suited for me?
- Mind the registration period!

# THE COURSE DIRECTORY „u:find“

- Go to <https://ufind.univie.ac.at/de/index.html>





# COURSE REGISTRATION

---

- Click on the course in „u:find“
- Click on „**Register/Deregister for this course**“
- You will be redirected to „u:space“ where you will need to log in
- Select the „**Degree Programme**“ Diploma Study of Law
- You will be **registered (green)** after the **registration period has lapsed**, until then, the application will be **yellow**
- If not, you will be waitlisted
- **Deregistered** courses appear in **grey**

# TROUBLE SHOOTING

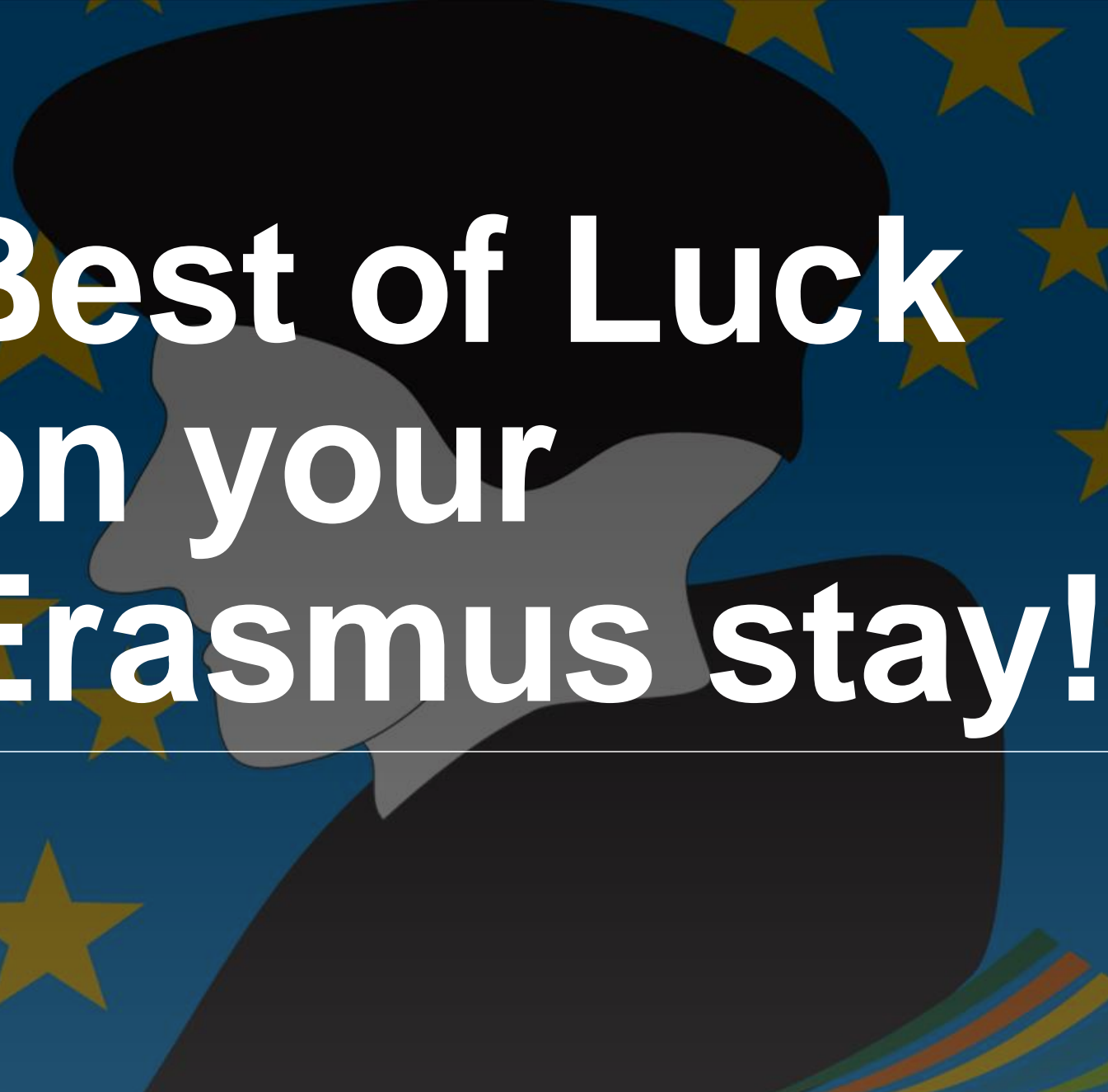
---

- **What do I do if I got waitlisted?**
  - Show up to the first session of your preferred course and talk to the lecturer about your situation after the lecture. In most instances, waitlisted students will get admitted this way. However, this is not a claimable right!
- **What do I do if the registration period has lapsed?**
  - There are two things you can do! 1) Research other courses you might take, that start later in the semester, or where the registration window is still open. 2) Show up to the first session of your preferred course (see above)
- **What do I do if I registered for a „VO“ lecture which does not offer an exam?**
  - In this case you need to enroll in another course!
- **What do I do if I do not have enough ECTS at the end of the semester?**
  - Unfortunately there is nothing you can do. Normally, courses offer a retake exam which you will be able to take. However it is not possible to enroll into new courses at the end of the semester! This is why you need to be careful with your course selection **now!**

# LEARNING AGREEMENT

---

- How do I get my Learning Agreement signed?
  - Mobility Online
  - Open office hours of your coordinator (excluding Prof. Ofner)
  - Email request to coordinator with PDF of Learning Agreement
- How do I make changes to my Learning Agreement?
  - Only as soon as you are definitely assigned to your courses!
  - Mobility Online
  - Open office hours of your coordinator (excluding Prof. Ofner)
  - Email request to coordinator with PDF of Learning Agreement

A stylized, dark silhouette of Erasmus of Rotterdam's head and shoulders, facing left. The background is a dark blue field filled with numerous yellow, five-pointed stars, similar to the European Union flag. At the bottom right, there are several curved, overlapping lines in shades of green, yellow, and red.

**Best of Luck  
on your  
Erasmus stay!**

---