

Please scan
the room **QR code**
at the door for
contact registration!

EXCHANGE @ JGU

Your studies at
**Gutenberg School of
Management and Economics
(GSME)**

JOHANNES GUTENBERG UNIVERSITY MAINZ

AGENDA

- Contact persons
- COVID
- Campus and GSME buildings
- JGU Account
- Libraries
- Cards and Passes
- Timetable
- Choosing classes & registering
- Registering for exams
- Transcript of Records
- Mentoring & buddy programs



INCOMING
STUDENTS

CONTACT PERSONS



**Fouad Ahsayni &
Jan Koloska**

**Gutenberg International
School Services**

gis@international.uni-mainz.de



**Caroline Janik &
Hira Küçük**

Erasmus Büro WiWi

erasmus-wiwi@uni-mainz.de

Office hours: See [website](#)
Container building

**Departmental Coordinator:
Professor Dr. Philipp Harms**



**Leska Sahl &
Svenja Telgheder**

**International Office at GSME
("Studienbüro")**

fb03-international@uni-mainz.de







Office hours: Tue & Thurs 10-12
ReWi II, room 01-335

WHO TO CONTACT?

ERASMUS
student

ERASMUS
student from
SGH (DAAD)

Non-
ERASMUS
exchange
student

Application, accommodation, health insurance, visa, ...	 GIS Services		
Confirmation of Arrival/Departure	 GIS Services		
General questions during your stay (main contact person)	 ERASMUS Büro WiWi	 International Office GSME	 GIS Services
Problems with professors, lectures etc.	erasmus-wiwi@uni-mainz.de	fb03-international@uni-mainz.de	gis@international.uni-mainz.de
Contact with coordinators of your home university			
Learning Agreements			
Transcript of Records			
Problems regarding registration for exams	 International Office GSME		

FACHSCHAFT



„**Fachschaft** WiWi“ = Student Council Management and Economics

- Virtual campus tour
- Exams from previous semesters for exam preparation
- Tickets for parties
- Faculty hoody



Campus-Rundgang:



COVID

*Check your student e-mail
account regularly!*



Corona@uni-mainz

- A broad variety of winter semester courses will be available in **on-campus form**.
- Participation in courses and the use of student work places and service offers will only be available to those who are
 - ✓ **vaccinated,**
 - ✓ **recovered,**
 - ✓ **or tested.** A relevant **certificate** is required as proof (a negative PoC antigen test, carried out by trained personnel, is acceptable).

GSME ON CAMPUS



ReWi = **Re**chts- und
Wirtschaftswissenschaften
(Law, Management and Economics)

What you can find in **ReWi I** and **ReWi II**:

- Lecture and tutorial halls
- Offices (administration and professors)
- PC Pools (computers and printer)

Container behind ReWi II:
Erasmus Büro Wiwi

JGU ACCOUNT



ZDV = „Zentrum für Datenverarbeitung“ (Data Center)

- ZDV-Account = Email address, username and password
- Prerequisite for using most of the services at JGU:
 - ✓ free wi-fi on campus
 - ✓ course and exam registration
 - ✓ library
 - ✓ ...
- More information: <https://www.en-zdv.uni-mainz.de/account/>



LIBRARIES

Zentralbibliothek

= main library

Bereichsbibliothek WiWi

= library of the Faculty of Law, Management and Economics

Other libraries:

<https://www.ub.uni-mainz.de/de/standorte>

- Quiet workplaces
- Group study rooms
- Work places with power sockets
- Reading booths
- Jacket and bag may be taken along, water bottle allowed
- Library pass is needed for lending books
- Lending books, services, opening hours: <https://www.ub.uni-mainz.de/de/schrittweise-wiedereroeffnung-der-ub-standorte#zeiten>
- Book a work place: <https://www.ub.uni-mainz.de/de/platz-reservieren>



STUDENT CARD



- For payment in all “Studierendenwerk Mainz” facilities
- Printing and copying at JGU
- Paying for washing machines in the halls of residence
- Keys for some Studierendenwerk Mainz halls of residence
- Paying at the Kulturcafé and Cafébar ReWi
- How to get it: <https://www.studierendenwerk-mainz.de/en/info-point/studicard>

(VIRTUAL) LIBRARY PASS



- Lending books from the libraries at JGU
- Get it here: <https://www.ub.uni-mainz.de/de/bibliotheksausweis-beantragen>

TIMETABLE



[Fristen und Termine |
Studium an der JGU \(uni-
mainz.de\)](#)

Winter term 2021/22

- **Lecture period:** 18 October 2021 - 5 February 2022
- **Holidays:**
 - 1 November 2021 (All Saints Day)
 - 20 December 2021 - 2 January 2022 (Christmas holidays)
- **Exam period:** 7 February 2022 – 28 February 2022 (**approx.**)

The exam phase usually begins on the Monday after the end of the lecture period and lasts approx. 3 weeks.

The exact dates for the individual exams will be published by the „Studienbüro“ during the semester.

CHOOSING CLASSES

Which courses can I take?

- Important: The requirements of your **home university** must be met
- Standard: **30 ECTS** per semester
- Selection of courses **explicitly open to exchange students:**

Download the preliminary list here:

- <https://erasmus.wiwi.uni-mainz.de/>
- „Incomings“
- PDF „Courses offered academic year 2021/22“



Languages: English or German
Levels: Bachelor's level (B.Sc.)
Master's level (M.Sc.)
Master's level AND opened to advanced Bachelor students (M.Sc.*)
Content: See links to the most recent module handbooks at the end of the PDF

CHOOSING CLASSES

Chairs at GSME

Accounting and Finance

- Accounting, JProf. Dr. Sandra Kronenberger
- Bankbetriebslehre, Prof. Dr. Dietmar Leisen
- Betriebliche Steuerlehre, Prof. Dr. Roland Euler
- Controlling, Prof. Dr. Louis Velthuis
- Corporate Finance, Prof. Dr. Andrej Gill
- Corporate Governance und Wirtschaftsprüfung, Prof. Dr. Christopher Koch
- Rechnungslegung und Wirtschaftsprüfung, Prof. Dr. Stefan Rammert

International Economics

- International Economic Policy, Prof. Dr. Andrea Lassmann
- International Economics, Prof. Dr. Philipp Harms
- International Finance, Prof. Dr. Philip Sauré
- Wirtschaftspolitik (Juniorprofessur), JProf. Dr. Iryna Stewen

Wirtschaftspädagogik

- Wirtschaftspädagogik, Prof. Dr. Olga Zlatkin-Troitschanskaia
- Wirtschaftspädagogik, Prof. Dr. Christian Dormann

Management

- Computational Intelligence, JProf. Dr. Paul Kaufmann
- Logistikmanagement, Prof. Dr. Stefan Irnich
- Management und Digitale Transformation, Prof. Dr. Andranik Tumasjan
- Marketing Analytics, Prof. Dr. Frank Huber
- Organisation, Personal und Unternehmensführung, N.N.
- Soziale Medien, Prof. Dr. Oliver Emrich
- Wirtschaftsinformatik, Prof. Dr. Franz Rothlauf

Public Policy

- Digital Economics, Prof. Dr. Florian Hett
- Makroökonomie, Prof. Dr. Klaus Wälde
- Applied Microeconomics, Prof. Katja Maria Kaufmann, Ph.D.
- Public and Behavioral Economics, Prof. Dr. Daniel Schunk

Statistik

- Angewandte Statistik und Ökonometrie, Prof. Dr. Thorsten Schank
- Quantitative Methodenlehre (Lehrkraft), Dr. Constantin Weiser
- Statistik und Ökonometrie, Prof. Dr. Reyn van Ewijk

<https://wiwi.uni-mainz.de/lehrstuehle/>

CHOOSING CLASSES



Additional course offer: GIS Special courses

- special courses for exchange students in German and English.
- Incoming students from all fields of study can learn and reflect on German history, literature, and society. Please find the current course offerings below
- Download course lists here: <https://www.international.uni-mainz.de/exchange/gis/>
- Course categories: History & Culture / Social Sciences & Society / Learning German

GIS Special Courses in English for Exchange Students - Winter Semester 2021/22 - History & Culture

German History since the 20th century (exchange-students only)
Life and Death in the Rhine-Main Area. Man and Nature between Migrations and Settlements. From the Celtic Age until the Time of Charlemagne (Bilingual German – English)
Culture Studies I & II - American Studies
Culture Studies I & III - English Literature & Culture
A Global History of Human Rights
Lectures on Globalisation, Culture, and Media Geography I & Reading Course I
Concepts of Cultural Geography
Medical Nihilism

GIS Special Courses in English for Exchange Students - Winter Semester 2021/22 - Social Sciences & Society

The Social Scientist's View of Germany
Beyond Clichés – German and international students in intercultural exchange
Introduction to International Relations
New media, new challenges: Digital media and the ultra-Orthodox community in Israel
Theories of Media Geography
Bridge from Statistics to Data Science
Introduction to Sociology of Technology and Innovation
Analysis of value theory and innovation
Simulating Knowledge Dynamics in Innovation Networks (An introduction to the SKIN model) +
Tutorial - Techniques of Academic Work (for Incomings) +

GIS Special Courses in German for Exchange Students - Winter Semester 2021/22 - Learning German

German Language Course for Exchange Students (offered by ISSK - likely online) +
Deutschkurs B2.1 & B2.2 Studium & Beruf (offered by ISSK) +
Conversation class German (intermediate level) +
Introduction to German Grammar (Übung zur Grammatik des Deutschen) +
Reading Course for Incoming Students I: topic to be announced (auf Mittelstufen-Deutsch) +
Sterben - tot sein - erinnert werden. Sepulchralkultur im 20. und 21. Jahrhundert (auch für Austauschstudierende) +
ICON - International Students' Conference - Project Work +

REGISTERING FOR CLASSES



- Register yourself using the online tool **JOGU-StINE**
- Pay attention to the **course registration periods**:
 - **Monday 11 October (1 pm) to Thursday 14 October (1 pm)**
 - **Monday 18 October (1 pm) to Thursday 22 October (9 pm)**
- Registering for classes ≠ Registering for exams:
 - Registration for the courses is a prerequisite for participation in exams!
 - However, registration for a course does not oblige you to register for and take part in the associated exam!
 - Attention: Whenever you are asked for a “TAN”, you are registering to the course and the exam at the same time!

REGISTERING FOR CLASSES



JOGU-StINE step-by-step tutorial

1. Enter the JOGU-StINE homepage: <https://jogustine.uni-mainz.de>
2. Login, using your ZDV username and password
3. Use the navigation in the menu on the left:

→ Modules/Courses

→ Registration

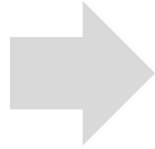
→ Module/Course registration

A screenshot of a web navigation menu. The menu is a vertical list of items, each with a small downward-pointing triangle icon to its left. The items are: Modules/Courses (expanded), Registration status, Registration (expanded), Module/Course registration (expanded), Electives, Auditor registration, International Preparatory & Language Center (ISSK), My modules, and My courses.

▼ Modules/Courses
Registration status
▼ Registration
▼ Module/Course registration
Electives
Auditor registration
International Preparatory & Language Center (ISSK)
My modules
My courses

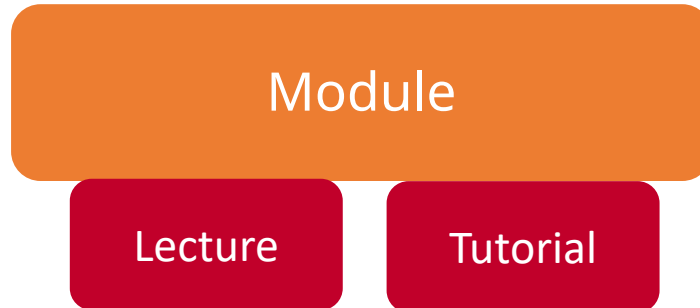
4. Choose between Bachelor and Master classes
5. Click through the various categories displayed beneath until you get to the modules that you would like to register for

REGISTERING FOR CLASSES



“Modules and courses”

Please take care to always register for the **whole module!**
= “package” of lectures/tutorials



For some courses, you will have to click “register” 3 times: once for the module, once for the lecture, and once for the tutorial.



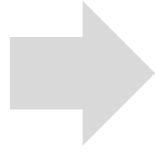
Problems while registering?

International Office GSME

Leska Sahl & Svenja Telgheder

fb03-international@uni-mainz.de

REGISTERING FOR EXAMS



- Register yourself using the online tool **JOGU-StINE**
- Pay attention to the exam registration period!
→ **Keep your eyes open for the information email including the dates of the registration period!**
- Usually you will need a **TAN** (transaction number) to register for examinations
- If you haven't received a TAN list yet, you can [generate a new list](#) here:

Personal details

- TAN process
- TAN manager**
- Request new TAN block

Rooms

Name: Univ. Prof. Dr. Michael Musterdozent1 on: 08.10.2019 on: 10:53

log out Deutsch

TAN manager

[Request new TAN list](#) [Deactivate](#)

Block	Active	Valid	Remaining TANs
000	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	50



Problems while registering?

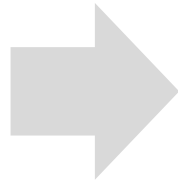
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RETAKE EXAMS

- If you don't pass an exam in the first attempt, you can take part in the repeat exam offered a few weeks later.
- Registration deadline for a retake exam: **one week prior** to the date of the retake exam.
- You are **not** automatically registered for the retakes! If you would like to attend a retake exam, you have to register yourself again via **JOGU-StINe**.

It is strictly necessary that you are **still enrolled** at JGU at the date of the retake exam!

For some students, the dates of the retakes overlap with periods of mandatory presence at their home university.



In this **exceptional case**, a **special retake** may be offered only with the consent of the JGU faculty members. Please find out as soon as possible whether your presence at your home university at the time of a regular retake at JGU Mainz is absolutely required and get in touch with the "Studienbüro"/International Office GSME as soon as possible!



Problems while registering?

International Office GSME

Leska Sahl & Svenja Telgheder

fb03-international@uni-mainz.de

TRANSCRIPT OF RECORDS

How do I get my Transcript of Records (ToR)?

Before you request your ToR:

- ✓ All of your **exam results** have to show up in JOGU-StINe
- ✓ You have received the signature on your „**Confirmation of Departure**“ (Erasmus)

You then have to request your ToR via **e-mail**

→ *We will send you an e-mail with the exact instructions on how to order your ToR at the end of the semester!*

SOCIALIZING @ JGU



Studierenden
Werk Mainz

[Buddy-Programm]

Buddy Program (whole university)

- Brings German and international students of all faculties together to promote cultural exchange
- Regular's meeting, newsletter, blog ...

<https://www.studierendenwerk-mainz.de/buddy>

[Foreigners become Friends]

Meeting citizens of Mainz

- Contact with citizens of Mainz and the surrounding area
- Go on excursions together, cook, have lunch, drink coffee, discover a city, go for walks, go hiking, celebrate a festival, do sports....

<https://www.studierendenwerk-mainz.de/internationales/freunde-finden/fremde-werden-freunde>

International Mentoring Program (Faculty 03 only)

- Get a German student of Management or Economics assigned to you
- Peers for sharing experience
- Group activities
- Linguistic and emotional support
- Help in overcoming problems at the beginning of your studies
- Register: Mail to welcome03@uni-mainz.de

ENJOY YOUR STAY!



Carnival



Wiesbaden
10 Minutes from Mainz



**Ship cruises
on the Rhine**

1. FSV Mainz 05

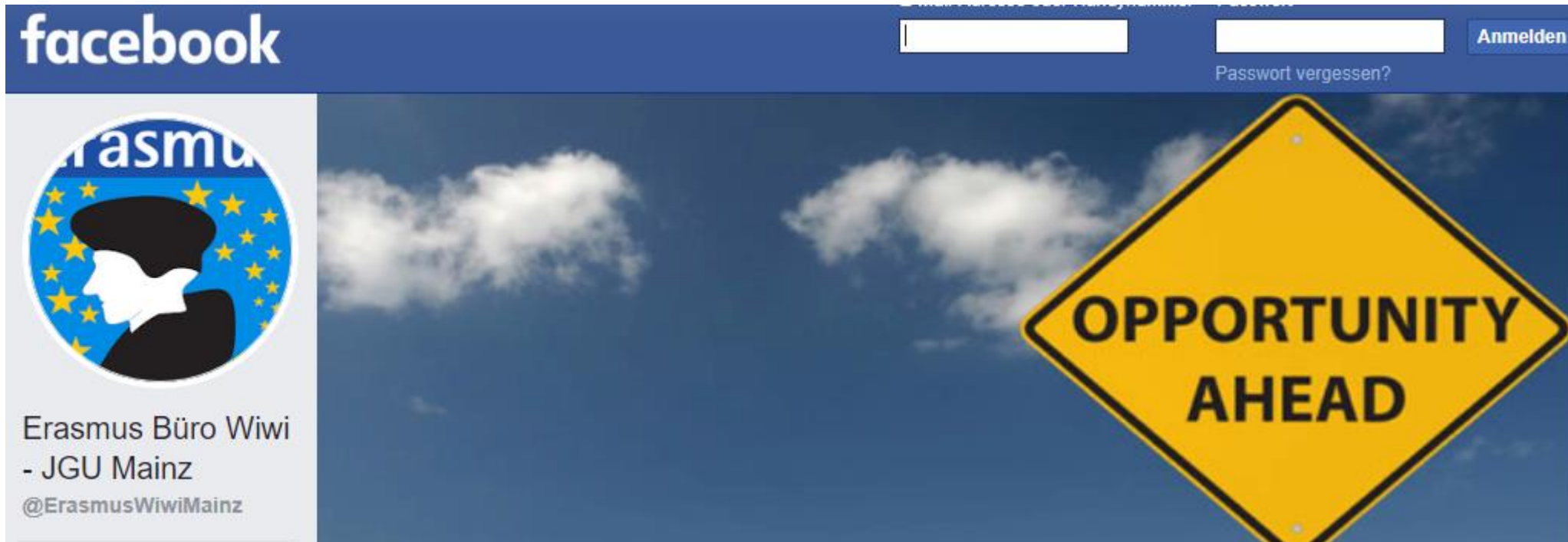


Christmas market



LIKE US ON FACEBOOK

... and be always up to date!





**HAVE A GREAT
TIME AT JGU!**
😊