

INTERNATIONAL MASTER OF BIOMEDICINE

2022-2023



Information Booklet for IMBM-students

WELCOME!

Welcome to your new master program! You can look forward to studying in three interesting and very different cities. As former IMBM students, we have collected some information, which will come in handy during the duration of the IMBM program. We included many helpful links and e-mail contacts in hope to speed up the administration work to help you facilitate and navigate through the program. Many deadlines for scholarships and registrations are similar in every year, but **please check the exact dates for your year, they might vary a bit or change!**

Please consider: **this is a non-official handbook by students for students and there is no guarantee for correctness or completeness!** The idea is to update this document every year – thus this is an ongoing document, where you can add comments, new information, change, etc. The admins of the document will then edit and share the version. So, if any changes occur during your study time, or already occurred after we wrote this handbook, please comment that in the shared pdf file. For better overview, everybody is able to comment the file, however, only the editors are able to change the original file!

We hope you enjoy the next two years.

Note:

- The handbook is still missing some information and confirmations – preliminary information is highlighted in grey
- Information regarding University of Luxembourg is colored in green
- Information regarding Université de Strasbourg is colored in orange
- Information regarding Johannes-Gutenberg Universität Mainz is colored in blue

Link for any additional documents:

- Study course overview – [flyer](#) **ATTENTION:** this flyer is not updated, the language courses will not count as ECTS!

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SAVE THE DATES

Admission	M1S1 (15.09. – 30.01.)	M1S2 (01.02. – 15.06.)	M2S1 (15.10. – 28.02.)	M2S2 (01.03. – 30.09.)
UniLu	City hall registration DFH/UFA registration Sep Registration at UniLu, apply for accommodation July Registration for courses/exam Sep/Oct	Registration at UniLu Feb Exam period Jan Results of exams published Feb	Registration at UniLu Aug DFH/UFA registration Sep	Registration at UniLu Feb
Unistra	apply for accommodation Oct register at Unistra Jan Registration for French health insurance (if needed) Dec	search for internships March (?) Exam period May/Jun apply for ERASMUS April apply for GrandEst July	Registration at Unistra Sep	
JGU		Registration at JGU June apply for accommodation July	registration for language courses Sep City hall registration (Within 2 weeks after moving in) Exam period Feb	Registration at JGU (Only if you apply for a German scholarship)
Internship		start to contact labs ~march	apply for ERASMUS, GrandEst, PROMOS, ... → depending on your destination sign internship agreement	start master thesis march Evaluation Jun/Jul/Sep

CONTACT INFORMATION



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ADMINISTRATION

Registration procedure at the universities

When are you registered at which university? And which semester fees do you have to pay?

	M1S1	M1S2	M2S1	M2S2
 UniLu	X (200€ ^{*1})	X (As outgoing student, 0€)	X (As outgoing student, 0€)	X (As outgoing student, 0€)
Unistra	-	X (159€ + 92€ CVEC ^{*2})	X (254€ + 92€ CVEC ^{*2})	
JGU	-	-	X (331€)	- (X only in specific cases ^{*3})

^{*1} 50€ application fee + 150€ registration fee (still unclear whether this applies for IMBM students)

^{*2} In France, you don't register for one semester but for one whole academic year (equals 2 semesters). ATTENTION: the registration procedure for you is not clear yet! In our case, we did not register for Unistra in M1S1 (if you do, you have to pay 254€ instead of 159€ for the first year and get refunded, but this takes several months). We registered for Unistra when we got the information from Prof. Schini-Kerth and Prof. Toti (around January).

Additionally, you have to pay the CVEC every year (a fee obligatory for all students at French universities). This is necessary in order to be able to register at Unistra! You'll need to send Ms. Fettous the CVEC certificate once you paid the fees. As you are *not* in France during M2 of your studies, you can ask for **reimbursement** of the 92€ once you are registered at Unistra for M2. So, after you paid the fees and are registered, follow these steps:

- open MesServices, select '*demandeur le remboursement*' and login (you created an account before paying)
- select the option which was something like 'I don't have to pay CVEC'
- upload the following (as one document):
 - a receipt from your bank that you paid 331€ this semester to Mainz
 - this document (states that the semester fee in Mainz is really 331€)
 - your registration certificate from JGU Mainz (can be found on Jogustine)
- input your bank information (this account will be used to send you back the 92€), upload your bank detail (called 'RIB')

To be clear: it is necessary that you pay the fees and then get reimbursed. Unfortunately, it is not possible to ask for exemption in the first place, because they need the certificate in order to register you. Therefore, it can take a couple of months until you get your money back. If you don't hear back from them after a month of applying for the reimbursement, contact them via the contact form on the MesServices website.

^{*3} **M2S2 re-registration in JGU Mainz:** usually, you don't need to register back in Mainz for the 4th semester. However, there are some special cases where a re-registration is either desirable or even necessary:

case 1: you get a scholarship from JGU for M2S2 (Some applied for <u>PROMOS</u> , a scholarship for stays outside of Europe)	→	in this case, you can get fully reimbursed for the total semester fee + Semester ticket!
case 2: you conduct your master thesis internship in a lab in Mainz (Then, you likely want to use the Semester ticket, which you'll only get when you are registered at JGU)	→	in this case, you'll use the Semester ticket and can't get reimbursed for that. There might be the possibility to get reimbursed for the registration itself.

In case you want/need to re-register, follow this procedure:

- **pay** the semester fee within the deadline (for us, it was mid-January, find the deadline, total fee and more info here)
- we advise to **contact the Studierendenservice** (studsek@uni-mainz.de) and inform them about your case, since the IMBM students are 'blocked' by default for the re-registration (you can check your status in the Jogustine portal, under Service → meine Rückmeldeinformationen → meine Sperren). Tell them that you need to be re-registered. If you want a reimbursement, tell them (and remind them if you don't hear back from them).
- after a while, you'll get a mail saying that you are re-registered and that you can download your new student certificate in Jogustine. They should reimburse you automatically (to the bank account you used to pay the fee in the first place).



How to register at the universities

Unilu

Faculty of Science, Technology and Medicine

- you'll receive an acceptance by UniLu via email → follow the steps indicated in there
 - **register online** (deadline: usually end of April for non-EU and mid-July for EU students)
 - send back the form you received and attach the required documents (scan of ID, insurance card, etc.) as *one single PDF* to philomene.esposito@uni.lu (SEVE) and lasse.sinkkonen@uni.lu. The PDF must be named in the following form: *StudentID Last Name First Name*
- after reception of the file, the admission letter will be sent
- login to your [email account](#) and Moodle account using your StudentID@uni.lu as user and your password
- pay the registration fees (200€): you'll get an email with the request to pay, which includes the bank details of the university. Typically, you pay via bank transfer
- register for **courses and exams** within the deadlines on [Guichet Étudiant](#) portal. The study coordinators will send you an E-mail containing the Moodle keys for the courses so you'll have access to the teaching material, as well as the deadlines for the course registrations

ATTENTION: re-register for 2nd semester in Feb, as well as for the 3rd (Aug) and 4th semester (Feb). This is OBLIGATORY in order to receive the diploma from UniLu at the end of your studies. Find the online form [here](#) – At “direction of the student exchange” select “Outgoing”. The type of agreement is “Erasmus” (use medicine as Erasmus code). Select “Université de Strasbourg” as host university. Registration fee should be 0€. You'll need to hand in some additional documents (insurance proof, registration certificate from Unistra) to seve.admission@uni.lu. In our case, we got a mail saying that the registration procedure was successful, but then got another mail stating that we didn't re-register thus our services (library card, student card, email account) will be deactivated. You have to contact seve.admission again in this case and explain that you did the re-registration but got that mail. They should then process your case and send you the sticker for your student card as well as your new student registration certificate.

Unistra

Faculté de Médecine, maieutique sc santé

ATTENTION: Following dates are unclear due to missing information! In our case we did not register immediately at Unistra when we got the mail, but first registered in January! Nevertheless, the procedure should still be the same:

- create an account on [MesServices](#)
 - go to 'Registration' and input your data
 - they ask for an INE number, click *I don't have an INE number* and upload the admission certificate you got from Unistra (can be downloaded from your [eCandidat](#) account)
 - follow the steps and pay the CVEC fees, you'll then receive the attestation and the CVEC number
- you'll get a mail from Unistra with the N° d'identifiant, use it to register [here](#) (under 'INSCRIPTION')
- input your data. In the end, you will be asked to pay the registration fees for Unistra. **ATTENTION: DO NOT** pay 243€, but only 159€ (this is a special fee for IMBM students for M1). This still needs to be confirmed by Unistra!
- wait for further information from the study coordinators. They will send you the 'Dossier d'inscription', the 'Fiche d'information' and the 'Fiche de choix'. Fill them out, sign and send them (together with your 'CVEC attestation') to fettous@unistra.fr
- you'll get an email asking you to activate your Ernest account and upload certain documents

re-register for M2 (in September)

- pay CVEC (92€) again for the next academic year (you need to do this to get the new CVEC number) → this time, you can be reimbursed.
- send the new CVEC attestation and the 'Fiche d'information' to med-bureau-masters@unistra.fr and fettous@unistra.fr
- transfer 243€ to Unistra (indicate 'MED2 IMBM' as reference/reason of payment)

JGU

B04: Universitätsmedizin

- Create an account on [Jogustine](#) (around June)
 - you'll get an email with your username and password (which needs to be changed after the first login)
 - register for 'International Biomedicine' in Jogustine
 - pay the semester [fee](#) via bank transfer, indicate your application number as the reason of payment
- you'll get an email from Studsek (Studiensekretariat) with your matriculation number and a separate mail from ZDV to activate your [student account](#) (around June). The mail will contain your activation code. You will then be told your username (used for Jogustine, mailbox, etc.)
- after activation you can test your account by checking your [mailbox](#). This mailbox is used for all internal university communication and should be checked regularly.
- if you need help, contact the ZDV hotline: hotline@zdv.uni-mainz.de
- JGU has a digital Semester card

Re-register: check page 5!

Information for non-European students

Residence permit in LUXEMBOURG (80€ per year)

The non-EU citizen must first:

- be in possession of a valid passport
- check if he/she needs a VISA to enter the Schengen area

It takes about 1 month so you need to submit your application in **October or November!** You NEED to have the confirmation in order to be able to re-register in the second semester in UniLu and you need to renew it every year (start 2 months before the current residence permit expires!). Without diploma registration, you are NOT able to register for second semester! There is the possibility to get a 2 years residence permit in Luxembourg (check online for more information).

- Please note: You are allowed to stay up to 3 months in another EU country with your Luxembourgish status.
- Procedure: Collect all the documents required and follow the steps as described on the [Guichet.lu](https://guichet.lu)

Step 1: before entering the country:

[Submit an application](#) for a temporary authorization to stay to the Immigration Directorate of the Ministry of Foreign and European Affairs OR to a [Luxembourg diplomatic](#) or consular representation or to a diplomatic or consular mission representing Luxembourg. Persons subject to visa requirements, who want to enter Luxembourg have to request a type D visa after having obtained the temporary authorization to stay.

Step 2: after entering the country

- make a declaration of arrival in the new commune of residence in Luxembourg
- undergo a medical check-up
- apply for a residence permit for third-country students

[More information and forms](#) & [Who](#) to contact

Higher diploma recognition in LUXEMBOURG (70€)

Students who got their diploma outside Europe need to register their diploma by sending their application to registre@mesr.etat.lu

The documents you need to submit together with your application include:

- copies of the diploma
- transcripts in original language
- application form filled out and signed

more information [here](#)

Residence permit in FRANCE (90€)

1. Send following documents to this Email address: Marina.daniel@diplomatic.gouv.fr

- copy of your passport
- copy of your residence permit for Luxembourg
- certificate of registration or certificate of acceptance in Unistra and registration certificate from UniLu
- current address in Luxembourg
- copie du test de connaissance du français (TCF ou DELF) except for if your master is in English (which it is)

2. Make an appointment online to get your fingerprint taken via: [Liens vers les sites internet officiels](#) (here: for the consulate in Brussels. Luxembourg does not have a French embassy, so Brussels is the closest one.)

Please bring the following documents to the appointment:

- bank statement with your name
- your original passport and a copy
- certificate of your health insurance

After some time, you will receive an email that your long-term visa is ready to be picked up.

Residence permit in GERMANY

In case if you have Luxembourgish residence and want to apply for a visa in Germany, you can refer to the homepage of the German Embassy in Luxembourg: [Luxembourg.diplo.de](https://luxembourg.diplo.de)

Follow the instructions given on website and send your completed application via e-mail to visastelle@luxemb.diplo.de.

Your data will then be inserted into the visa system and a personal appointment will be arranged once this could be completed. The application form is provided on homepage. The visa is type D.

Since you will stay more than 3 months, you need to apply for a long-term residence permit. For this, you first need to register your dormitory at the city hall.

If you have a French residence permit, you can apply through German embassy in Paris. visa@pari.diplo.de

The address: <https://allemagneenfrance.diplo.de/>

UNI LIFE



Accommodation

UniLu	<p>Contact: seve.logement@uni.lu</p> <p>When to apply: as soon as you get your student ID (after registration at UniLu)</p> <p>Be aware: Due to a serious over-booking of student housing in Luxembourg, student housing cannot be guaranteed!</p> <p>Accommodations: Overview → most students lived in the residence 'Parc du Canal' in Esch (15min to Uni by bus)</p> <p>Apply here for housing (using your student ID for login). The Uni asks for housing insurance (65€ for a year, click on ONLINE SUBSCRIPTION). Rent is paid by bank transfer or in person by card at the Seve office, usually at the beginning of the month. The deposit is one month's rent. To get it back after moving out, they use the bank information you gave in the guichet étudiant, so don't forget to input the right account. Every shared flat has a WIFI router. It is included in the rent. Usually, there are also shared laundry and drying machines in the dorms (no additional costs).</p> <p>After moving in: Declare the move at the city hall. Easiest way: send email to Biergeramt, make an appointment with them. They will ask you to send the required docs via email</p>
Unistra	<p>Contact: scensi@unistra.fr, sylvie.ramspacher@crous-strasbourg.fr, rt@rt-hebergement.unistra.fr:</p> <p>When to apply: October until mid-November</p> <p>Accommodations overview over the residences we were living in:</p> <ul style="list-style-type: none"> • Alfred Weiss (extremely small, decentral but ok with bike, quite cheap) • Gallia (central, super nice, quiet big rooms, but strictly no overnight visitors allowed), next to a cafeteria • Paul Appell (small but well located, renovated), next to a cafeteria <p>Register on MoveOn and input the data. In the end, a pdf file is generated. Send it to the indicated mail address. You should get an Email with a room offer around December, with the request to fill out the forms and to present a housing insurance (around 20€).</p> <p>TIP: sometimes the family's insurance covers such a housing insurance in a student dorm, so check!</p> <p>Shortly after moving in, you'll get an email with your WIFI login data (check your spam folder!). You don't need to register at the city hall, this is done for you automatically. The laundry machines costs extra (usually paid by card).</p> <p>Rent can be paid by bank transfer or debit/credit card (in person at the office), usually at the beginning of the month. The deposit is one month's rent.</p> <p>Apply for CAF (housing money to reimburse parts of the rent in France, usually every student is eligible!) Therefore, create an account. Submit the requested documents:</p> <ul style="list-style-type: none"> • attestation de residence (given to you when you move in, maybe they threw it in your letter box!) • copy of birth certificate • proof of health insurance • honorary attestation that you have sufficient resources (money) to live in France (you can write it yourself) • uni registration certificate from Strasbourg <p>send these documents to transmettreundocument.caf67@info-caf.fr</p> <p>Contact information of the office: here (keep your N° personnel ready for identification) → as their English is poor, its best to ask a French speaking friend to help you. However, you need to be present as well, as they are asking your friend if you give them permission to deal with your issue. Be prepared to have lots of trouble and having to run after them for months.</p>
JGU	<p>Contact Information: wohnen@studierendenwerk-mainz.de</p> <p>When to apply: basically whenever, best until July</p> <p>Overview of accommodations. Apply here</p> <p>Housing registration in the city hall of Mainz here. German students don't need to register if the stay is max. 6 months. In Germany, you need to pay television and radio fees. You'll get a letter with request to pay soon after you moved in.</p> <p>Deposit: 2x monthly rent. Rent is taken off your bank account. Therefore, you need to sign the 'SEPA-Lastschriftmandat'. The rent is taken at the beginning of each month. WIFI: you need your own router. Usually, ppl who move out will sell their router for 10€. This website describes how to set up the router by using your university account.</p>

	Online platforms	Student card
UniLu	<p>Guichet étudiant:</p> <ul style="list-style-type: none"> - for course & exam registrations - report any issues with accommodation/your room - student job contracts - to download registration certificate - transcript of record - top up money for printing budget <p>Moodle:</p> <ul style="list-style-type: none"> - lecture materials, recordings - quizzes & exams <p>Webex: for online lectures</p>	<ul style="list-style-type: none"> - as library card (to activate, make an appointment at the LLC. You can borrow books here. You can also register at the national library of Luxembourg 'bnllux' to have access to many more books for free!) - for paying in the cafeteria (top-up your card in the cafeteria or here by selecting 'charger compte') - for printing - for 'vélok' (bike renting in the city. You just need to fill out the registration and sign their form, then you can bike for free in Esch, for up to 1h. After that hour you can just switch the bike and enjoy another free hour of biking 😊)
Unistra	<p>Moodle: for lecture material</p> <p>Lise: to download registration certificate</p> <p>Zoom & BBB: for online lectures (MS Teams was used for Stem Cell lectures)</p>	<ul style="list-style-type: none"> - for cafeteria (top up by using your 'izly' account) - library ? (not sure, as we never rented any books there)
JGU	<p>MS Teams: lecture materials online lectures and recordings</p> <p>Jogustine:</p> <ul style="list-style-type: none"> - for activation of the uni account - to find additional <i>voluntary</i> courses and register for them (ONLY for registration for additional courses, like language courses!! The study coordinators will register you for your obligatory courses) - download your registration certificate and transcript of record <p>BBB: for some online lectures (like language classes) Moodle for language classes and additional classes</p>	<p>JGU is a digital student card which can be used for the public transportation!</p> <p>You can buy a Studicard (5€, on campus) for printing in the library, paying in the cafeteria and for laundry machines. In some student residences, you'll get the card automatically when moving in, it is then also used as key card for the room.</p> <p>Alternatively: use the app 'StW-Mainz@myAuthent (here for iOS or Android)' to pay for cafeteria and laundry machines</p> <p>Use the JGU app as virtual library card</p>

	Language courses
UniLu	<p>Everybody has to do a French or German course (except French-German bilingual people, C1 level in both). Attending and passing this language course is a mandatory pre-requisite for obtaining the UFA stipend! The respective obtained ECTS will not count into the necessary 30 ECTS, but will be listed as additional course on your transcript. Before the first semester starts, you will get an email from UniLu, containing a link to do a placement test (to decide which language level you're at). The UniLu will then automatically enroll you to the fitting French course and also register you for the Moodle course. No need to register somewhere else.</p> <p>You can also register for any additional course on GuichetÉtudiant if you want.</p>
Unistra	<p>Unfortunately, didn't offer any language courses although it is indicated in the study overview!</p> <p>You can practice German, French and Spanish via Relais - Relais: Centres de Ressources de Langues Université de Strasbourg</p> <p>In the end of the semester, there was (only) an ungraded German course (we are not sure whether this still exists).</p>
JGU	<p>You can register for any language course on Jogustine (→ offered from the ISSK). It'll be written in your transcript of record as additional extra credit points.</p>

Grading system and conversion between the universities

Anhang 2: Notenumrechnungstabellen

Conversion from Université de Luxembourg to JGU or Université de Strasbourg		
U Lux	JGU	U Stras
20,0	1,0	16,1
19,9	1,0	16,1
19,8	1,0	16,1
19,7	1,0	16,1
19,6	1,0	16,1
19,5	1,0	16,1
19,4	1,0	16,1
19,3	1,0	16,1
19,2	1,0	16,1
19,1	1,0	16,1
19,0	1,0	16,1
18,9	1,0	16,1
18,8	1,0	16,1
18,7	1,0	16,1
18,6	1,0	16,1
18,5	1,0	16,1
18,4	1,0	16,1
18,3	1,0	16,1
18,2	1,0	16,1
18,1	1,0	16,1
18,0	1,0	16,1
17,9	1,0	16,1
17,8	1,0	16,1
17,7	1,0	16,1
17,6	1,0	16,1
17,5	1,0	16,0
17,4	1,0	15,9
17,3	1,0	15,9
17,2	1,0	15,9
17,1	1,0	15,9
17,0	1,0	15,9
16,9	1,0	15,9
16,8	1,0	15,5
16,7	1,0	15,5
16,6	1,0	15,5
16,5	1,0	15,5
16,4	1,0	15,5
16,3	1,0	15,2
16,2	1,0	15,0
16,1	1,0	14,8
16,0	1,0	14,8
15,9	1,0	14,5
15,8	1,0	14,5
15,7	1,0	14,3
15,6	1,0	14,2
15,5	1,0	14,1
15,4	1,3	13,8
15,3	1,3	13,7
15,2	1,3	13,7
15,1	1,3	13,4
15,0	1,3	13,4
14,9	1,3	13,4
14,8	1,3	13,2
14,7	1,3	13,2
14,6	1,3	13,1
14,5	1,3	12,9
14,4	1,3	12,8
14,3	1,3	12,8
14,2	1,3	12,6
14,1	1,7	12,5
14,0	1,7	12,4
13,9	1,7	11,9
13,8	1,7	11,8
13,7	2,0	11,7
13,6	2,0	11,6

13,5	2,0	11,6
13,4	2,0	11,4
13,3	2,0	11,4
13,2	2,0	11,4
13,1	2,0	11,3
13,0	2,3	11,3
12,9	2,3	11,3
12,8	2,3	11,3
12,7	2,3	11,3
12,6	2,7	11,2
12,5	2,7	11,2
12,4	2,7	11,1
12,3	2,7	11,1
12,2	2,7	11,1
12,1	2,7	11,1
12,0	2,7	11,1
11,9	3,0	11,0
11,8	3,0	11,0
11,7	3,0	11,0
11,6	3,0	10,8
11,5	3,0	10,6
11,4	3,3	10,6
11,3	3,3	10,5
11,2	3,3	10,4
11,1	3,3	10,4
11,0	3,7	10,4
10,9	3,7	10,2
10,8	3,7	10,2
10,7	3,7	10,2
10,6	3,7	10,2
10,5	3,7	10,2
10,4	4,0	10,0
10,3	4,0	10,0
10,2	4,0	10,0
10,1	4,0	10,0
10,0	4,0	10,0

Conversion from JGU to Université de Strasbourg or Université de Luxembourg		
JGU	U Lux	U Stras
1,0	18,4	16,1
1,3	15,5	13,8
1,7	14,2	12,5
2,0	13,8	11,7
2,3	13,1	11,3
2,7	12,7	11,2
3,0	12	11
3,3	11,5	10,6
3,7	11,1	10,4
4,0	10,5	10,1

Conversion from Université de Strasbourg to JGU or Université de Luxembourg		
U Stras	JGU	U Lux
20,0	1,0	18,4
19,9	1,0	18,4
19,8	1,0	18,4
19,7	1,0	18,4
19,6	1,0	18,4
19,5	1,0	18,4
19,4	1,0	18,4
19,3	1,0	18,4
19,2	1,0	18,4
19,1	1,0	18,4
19,0	1,0	18,4
18,9	1,0	18,4
18,8	1,0	18,4
18,7	1,0	18,4
18,6	1,0	18,4
18,5	1,0	18,4
18,4	1,0	18,4
18,3	1,0	18,4
18,2	1,0	18,4
18,1	1,0	18,4
18,0	1,0	18,4
17,9	1,0	18,4
17,8	1,0	18,4
17,7	1,0	18,4
17,6	1,0	18,4
17,5	1,0	18,4
17,4	1,0	18,4
17,3	1,0	18,4
17,2	1,0	18,4
17,1	1,0	18,4
17,0	1,0	18,4
16,9	1,0	18,4
16,8	1,0	18,4
16,7	1,0	18,4
16,6	1,0	18,4
16,5	1,0	18,4
16,4	1,0	18,4
16,3	1,0	18,4
16,2	1,0	18,4
16,1	1,0	18,4
16,0	1,0	17,6
15,9	1,0	17,5
15,8	1,0	16,9
15,7	1,0	16,9
15,6	1,0	16,9
15,5	1,0	16,9

15,4	1,0	16,4
15,3	1,0	16,4
15,2	1,0	16,4
15,1	1,0	16,3
15,0	1,0	16,3
14,9	1,0	16,2
14,8	1,0	16,1
14,7	1,0	16,0
14,6	1,0	16,0
14,5	1,0	16,0
14,4	1,0	15,8
14,3	1,0	15,7
14,2	1,0	15,7
14,1	1,0	15,6
14,0	1,0	15,5
13,9	1,0	15,5
13,8	1,0	15,5
13,7	1,3	15,3
13,6	1,3	15,2
13,5	1,3	15,1
13,4	1,3	15,1
13,3	1,3	14,9
13,2	1,3	14,9
13,1	1,3	14,7
13,0	1,3	14,6
12,9	1,3	14,6
12,8	1,3	14,5
12,7	1,3	14,3
12,6	1,3	14,3
12,5	1,3	14,2
12,4	1,7	14,1
12,3	1,7	14,0
12,2	1,7	14,0
12,1	1,7	14,0
12,0	1,7	14,0
11,9	1,7	14,0
11,8	1,7	13,9
11,7	1,7	13,8
11,6	2,0	13,7
11,5	2,0	13,5
11,4	2,0	13,4
11,3	2,0	13,2
11,2	2,3	12,7
11,1	2,7	12,5
11,0	2,7	12,0
10,9	3,0	11,7
10,8	3,0	11,7
10,7	3,0	11,6
10,6	3,0	11,6
10,5	3,3	11,4



Accounts, usernames, login

UniLu

- your student email has the form: [firstName.lastName.number@student.uni.lu](#)
- username you use for the registration on Moodle, guichet, your web-mailbox, ... has the form: StudentID@uni.lu (the studentID is your student/matriculation number)

Unistra

- your student email has the form: [firstName.lastName.number@etu.unistra.fr](#)
- username for [Ernest](#): login unistra (you can look yours up [here](#))
- username for [Moodle](#): login unistra (you can look yours up [here](#))
- username for [partage email](#): your email address (you can look yours up [here](#))

JGU

- your student email has the form: [username@students.uni-mainz.de](#)
- username for [Jogustine](#): ZDV user account (usually some abbreviated form of first + last name)
- username for [Moodle](#): ZDV user account (usually some abbreviated form of first + last name)
- username for [e-mail](#): your email address



Exams and evaluations

UniLu	Most of our exams were online. There were evaluations during and/or at the end of the semester, as well as written reports and presentations. Written exams were either Single Choice Questions or Open Questions exams. You are allowed to re-take the exam if you are not satisfied with the result.
Unistra	Most of the written exams were Open Question exams, where you had to interpret graphs taken from publications. Only 'Drug Delivery' was a True/False Question exam (100 True/False Questions). Other courses were evaluated orally (via presentation of a topic or of a publication). Additionally, we had to write and submit reports.
JGU	There were 2 written exams at the end of the semester (Neurology and Immunology). These are the only grades you'll get for the third semester. The rest is either pass/fail and is evaluated via attendance and/or submission of the assignment. Additionally, you have to write 2 reports for the internships at the end of the semester.

Find out more about the individual courses and the evaluation [here](#) on page 22 (the file is only available in German).

Other useful information

IT Tools

Through your Luxembourgish student account, you get access to multiple **MS Office apps**. Therefore, login to MS using your UniLu login data (you will be redirected to your host login website).

Your Mainz student account offers you access to **Adobe** programs (Lightroom, Photoshop etc) BUT ONLY on the local computers at the university (you are not able to download it onto your own computer). Both UniLu and JGU use Outlook as a mail service. However, you can find information online on how to connect the mail-accounts to your normally used service: here for [JGU](#)

Printing budget

UniLu offers 11€ printing budget for free (each year, and it doesn't expire after a year/semester!)

UniStra: no printing budget offered

JGU Mainz: around 2€ upload your document [here](#), go to any printer in the University and tap your card (info on activating your printing account [here](#), only available in German)

WIFI

All three universities use **Eduroam**. Therefore, you can use any of the three Uni login data to connect once and access the WIFI with that single account. You just have to install it/set it up on your device(s). Here is how to setup your eduroam using you [UniLu](#) or [Unistra](#) or [JGU](#) account.

In the Strasbourg residences, you can also use the WIFI offered by Crous/that residence. Shortly after moving in, you get the WIFI login data via mail (check spam folder!)

Library

UniLu: make an appointment at the LLC, they will activate your account, so you'll be able to borrow books and print in the LLC. You can also make an account at the National Library of Luxembourg to be able to borrow many books. PLUS: they have a music room in the library (Kirchberg), where you can play the piano for free.

Unistra: we never used the library in Strasbourg

JGU Mainz: activate your account [online](#) and use the JGU app as a virtual library card.

HOW TO FIND ...

Student jobs

For non-European students: Please consider that your residence permit allows you to work up to 15 hours per week

Luxembourg:

You can send your application documents (CV + motivation letter) to the laboratory by mail. You can also check out this website regularly:

- [UniLu scienteens](#)
- [UniLu jobteaser](#)

Here are some suggestions to find a lab in different institutes:

- [Luxembourg Institute of Health](#)
- [LCSB -Luxembourg Center for Systems Biomedicine](#)
- [Accueil - LNS](#)
- [Integrated Biobank of Luxembourg: IBBL](#)
- [LIST](#)

Strasbourg:

You can find several open positions [here](#)

Mainz:

There are many [advertisements](#) for student job both in campus and outside of the university. You can also send your application to the lab separately. Usually, the professors are open for student jobs in various institutes. If you need help, please contact the academic advisors from Mainz

... an internship

You'll have to find an internship for both M1S2 and M2S2 semesters. The first internship is (minimum) 3 weeks long and will take place at the end of M1S2 (after the exams, usually around June/July). Most students conducted the internship in a laboratory in Strasbourg, however, you can also do the internship in another city/country and get the ECTS for it, if the topic roughly fits to the field of cardiovascular research. A list of labs which usually accept interns is provided [here](#).

The internship in M2S2 is 6 months long and here, you will conduct the research for your master thesis. Most of us went to a new country for this time period. Start contacting interesting labs around march (of M1S2) with your CV and motivational letter. According to your destination country, you can apply for different scholarships.

For both internships, you have to fill out and sign the internship agreement from Unistra, found [here](#). (In French and English). For the internship in M2S2, you will have to submit a short project outline and send it via mail to Prof. Schini-Kerth and Prof. Toti.

FINANCIAL AID FOR STUDENT MOBILITY

	WHICH GRANT	WHERE AND WHEN TO APPLY	CONTACT INFORMATION
M1S1	DFH/UFA (3000€: 1500€ per semester, and max. 2 semesters) mobility aid provided for all IMBM students. Unistra will assign you to either JGU or Unistra as your home university, which you have to indicate during the registration for DFH/UFA.	registration either in German or French open from 2 March until 30 September ATTENTION: you have to re-register again for M2! French students: get grant for the semesters in Lux and Mainz; German students: get grant for the semesters in Lux and Stra	Mr. Dominique Boeglen: boeglen@dfh-ufa.org
	Scholarship of merit (1800€): “bourse de mérite du Ministère de l’Enseignement supérieur et de la Recherche” of Luxembourg if your grade average of semester M1S1 is > 17 points.	Unilu: no need to apply, an email is sent automatically around mid-June if you’ll get it. You only need to put your bank account information into the Guichet and enjoy the money once it arrives	
	Grant of the Portabella Foundation (1 person per year, for deserving students experiencing social & financial difficulties)	30 November	boursesportabella@uni.lu
	GrandEst and ERASMUS in first semester?	Unclear due to missing information from the Strasbourg office	
M1S2	The International Mobility Assistance (AMI): You have to be enrolled in a French university (Strasbourg). You can also apply when you are doing your first semester in Luxembourg. In this case, please ask Ms. Fettous to help you how to register in Strasbourg university. Unclear: Only for French students?	Unistra: apply through the international relations office. Once granted, you have to send a certificate of the beginning of the mobility (to receive 70% of the amount) and a certificate of the end of the mobility (to receive the rest). All documents are generated online (MoveOn)	More information in French on: seafire.unistra
	Crous (for students with financial difficulties): You can apply anytime. Condition: being registered at Unistra	You need to send an email to Ms. Aymard and explain your situation. She will send you more information about how to start the application.	Tel: 03 88 21 28 48 dri-bourses@unistra.fr Genevieve.aymard@crous-strasbourg.fr
M2S1	Erasmus (~270€/month for 1 semester) ATTENTION: French bank account necessary. Students who have the nationality of the destination country (i.e., German students) are not eligible.	Unistra: register on MoveOn (with Unistra ID & password) start the application procedure as early as April (→ some documents need to be filled before/after start of M2S1)	office: pôle mobilité Erasmus+ rt@rt-dri.unistra.fr , dri-erasmus-etudes@unistra.fr
	GrandEst (~1x 600€) ATTENTION: students having the nationality of the destination country (i.e., German) are NOT eligible. Students older than 30yrs are NOT eligible.	Unistra: register on MesServices submit 45 days before the start of the semester M2S1 (therefore in Sep)	Jean-jacques.LANG@grandest.fr
	financial aid	JGU: via Asta	soziales@asta.uni-mainz.de

Information Handbook for IMBM Students

M2S2	soutien Unistra stage (1x 450€) (only for internships outside of Europe)	Unistra Send documents at least 2 weeks before the internship starts	kopczynska@unistra.fr dri-bourses@unistra.fr
	IdEX (needs to be initiated by the professors, ask if they do it for you)	Unistra: additional information when: unclear	
	Mobilitwin if you do your thesis in a twin city of Strasbourg (Boston, Leicester, Stuttgart, Dresden, Ramat-Gan)	Unistra: send your application documents to dri-bourses@unistra.fr 15 October 2021	Camille Florentz Leslie Papigny (Both from the dri-bourses office)
	GrandEst	Unistra: submit documents on online platform within 10d after the internship started	JeanJacques.LANG@grandest.fr
	Erasmus (internships in Europe)	Unistra At least 3 weeks before the start of your thesis: You need to send your whole application to Ms. Kopczynska, including: <ul style="list-style-type: none"> - Your online application that can be done via online application form - fully signed internship agreement - health insurance and liability insurance - French Bank account - your registration in Strasbourg 	kopczynska@unistra.fr
	PROMOS (DAAD) for internship outside of Europe Condition: you need to register at JGU for M2S2 if you apply for this grant (you'll get reimbursed for the registration fee)	JGU: send online form and additional documents to Promos office 31 October	Jan Koloska, promos@international.uni-mainz.de
	DAAD for internship: Bourses du DAAD France et aide à la candidature Only if internship is conducted in Germany	January 31 of the first year Application via: https://www.mydaad.de/en/ There is also a tutorial to know how to fill up the online application. For that you need to send an email to wenk@daad.de , (Ms. Jennifer Wenk) to ask the details and the date for tutorial.	wenk@daad.de nyam-nguidjol@daad.de tymister@daad.de

Financial aid provided by Unistra

Overview

ATTENTION: In order to receive the Grants from Unistra, you NEED a French bank account. They won't accept non-French accounts and no accounts which are not on your name.

NOT RECOMMENDED: BNP (many of us opened a bank account there and had a lot of difficulties with them).

Please also consider that some scholarships are mutually exclusive. For instance, you cannot get IdEx in the same semester as you get Erasmus. It's thus worth looking into how much each scholarship is, and how the chances are to receive it.

Financial assistance from the Luxembourgish Government

Granted through the CEDIES (Centre de Documentation et d'Information sur l'Enseignement supérieur) to all students who are enrolled for higher studies.

For further information <https://cedies.public.lu/fr.html>

For German Students who are eligible for Bafög:

- first Semester (Luxemburg): [Amt Köln](#)
- second semester (France): [Amt Mainz Bingen](#)
- third semester (Mainz): [Amt Mainz](#)
- fourth semester: depends on the country you're in

OUTSIDE OF UNI

Health insurance

Many national health insurances also count as *European* insurances and cover basic issues. European students can keep their insurance of their home country if they have the European Health Insurance Card – but make sure to check the exact regulations! It might not cover all the costs → additional insurance necessary?

In **Luxembourg**, the health insurance by CNS costs **287.70€** (exact price depends on WS or SS). You can order the Luxembourgish insurance and also European insurance card from [CCSS website](#). If you work in Luxembourg (e.g., student job), you will *need* to get a Luxembourgish health insurance/social security card (CNS) – it will be sent to you, so make sure they have your right address in their national register (you can notify [them via mail](#) if you move)! [Here](#), you will find more information about the CNS.

In order to be insured in **France** we have to be enrolled in a French university AND have to have a valid address in France. You'll be contacted via mail and asked to create an [Amelie account](#). If you want to use your French insurance abroad, you need to apply for the European card but consider that **YOU STILL NEED TO HAVE A FRENCH ADDRESS!** So even if you leave France for an exchange semester (e.g., in Mainz and the fourth semester), you have to keep a French address. After you register in the health insurance system, you have to make sure that your Amelie account is activated, and that you have access to it online. Then, you have to request the European health insurance card **while you are still in France**. Under NO CIRCUMSTANCES should you change your address to an address abroad (they might cut your insurance without a warning!!).

- International hotline of Assurance Maladie: +33 1 84 90 36 46 (they should also speak English)
- access to your account: <https://www.ameli.fr/bas-rhin/assure>

If someone's insurance is cut, there is a way to reactivate it: There is a form on the site of Assurance Maladie (S1106) which has to be filled out and sent back to the address of the Assurance Maladie in Strasbourg together with a copy of ID card, RIB and enrolment certificate. In this form, there is an option for people who don't have a valid personal address anymore in France. It is possible to use the address of an organization. (So, I believe we could use the address of the Uni Strasbourg, however if we need to receive cards, I don't know who would forward it to us from there.)

If you want to be insured by a German insurance company, DO NOT sign [this doc](#) (it was given to us in the beginning of M2S1 and prevented students from applying for German insurance)!! It prevents you from applying for a public (and cheaper) German insurance. You can get insured as a student in Germany with different companies such as AOK, TK, ... Compare prices online to find the best and cheapest option for you.

Civil liability insurance ('Haftpflichtversicherung')

Sometimes/in most cases covered by the institute/lab which are your working in it.

If you are not covered by your institute, in this case, you need to get the liability insurance to be able to apply for Erasmus stage. Send your complete application (Your current address or your full name and your security number) to this Email address: friedrich@agencefoyer.lu The cost for this insurance is around 90 euro.



Getting around

	Public transport	Bike rental
UniLu	free in the whole country (no tickets necessary)	Free (E-)Bikes: velok (around Esch and Belval, for 1h) 18€ per year: veloh (Luxembourg city)
Unistra	monthly ticket is reduced a lot if you get CAF (5-10€/month + 5€ for the card) Link for Application	42€ for 10 months (student price): velhop
JGU	included in the semester fee (student card = semester ticket). The map shows where your ticket is valid. Use RMV app for the bus schedule. Looking up public transport on Google maps works in certain areas in Mainz!	36€ per year for a basic subscription (student price) + price/additional 30min: meinrad Quite easy to find second-hand bikes on Facebook groups (Note: Mainz in the last year has improved as a biking city, with expanded bike lanes.



Cultural Programs/Free Time

UniLu	<ul style="list-style-type: none"> Cheap tickets for Philharmonie (10€ for left-over seats, sold at the day of concert, 10am, for students <27): <i>Phil27</i> app. Nuit de la culture in Belval (concerts, light show) in September Go hiking in Müllerthal and/or visit the castles (valley of 7 castles), visit Esch-sur-Sûre Check it out here aquasud . The swimming pool is free for students of Luxembourg university.
Unistra	<ul style="list-style-type: none"> Enjoy your free days at the “Baggersee” (accessible by tram or bike) make a (tandem-) bike tour (piste des forts) Visit the European parliament (free) visit Colmar, go hiking in the Vosges, visit castles at Sélestat
JGU	<ul style="list-style-type: none"> free theatre and orchestra tickets in Mainz (Theatre flat rate, 3days before play): Studi-Flatrate Uni-Kino (cinema): each Monday and Wednesday at 8:30pm @Muschel, N2 (on campus) for ~2,50€ (??) Additional sport and cultural courses and workshops: Kulturcampus You can visit various cities around Mainz with your semester ticket (Frankfurt, Wiesbaden, Darmstadt, Marburg, ...)

STAY CONNECTED

- ESN/Erasmus Facebook groups in every city on Facebook, Instagram, Twitter, ...
- Hiking tours, Pub Crawls and Language Cafés organized by the Erasmus-Team
- in Mainz: social media group of your student residence (Binger Schlag, Weisenau, ...), weekly bar nights at every student residence
- [Mainz international Facebook Group](#)
- [Erasmus MAINZ Facebook Group](#)
- [International Master of Biomedicine Facebook group](#)



HELPFUL LINKS

Luxembourg

- [useful information and links from A to Z](#)
- Affluence to book appointments at Seve, LLC,..
- [Luxembourg Learning Center](#) (the library for UniLu)
- [Culture, Art, Sports & Well-Being](#) (for various courses)
- reset your password: <https://passwordreset.uni.lu/>
- [IT Helpdesk](#) for Students
- [academic calendar](#)

SStrasbourg

- [academic calendar](#)
- [Welcome guide](#)
- All these documents are made available at the web site of the Unistra : <https://www.unistra.fr/>

Mainz

- [Prüfungsordnung JGU Mainz \(German\)](#)
- [Practical guide for JGU Mainz \(German\)](#)
- [useful information for new students at JGU](#)
- [academic calendar](#)

General Links

- This link is very useful for learning the lab techniques. Have a look! It is worth it! Because it is FREE.
<https://www.labxchange.org/> and <https://phet.colorado.edu/de/>.
- <https://z-lib.org/> is the free platform and legal that enable you to download the papers and E-book.
- www.a-z.lu belongs to the university of Luxembourg. You will be able to download all the paper legally via this website.
- Some other useful links that make your research easier. Have a look!

<https://www.vecteezy.com/free-photos>
<https://pixabay.com/>
<https://www.freepik.com/>

<https://smart.servier.com/>
<https://biorender.com/>

CONTACT INFORMATION FOR VARIOUS ISSUES

Registration and admission:

Luxembourg: seve.admission@uni.lu
 Strasbourg: fettous@unistra.fr
 Mainz: hildmohr@uni-mainz.de

Doctor appointment:

Luxembourg: <https://en.doctena.lu/>
 France: <https://www.doctolib.fr/>
 Germany: <https://www.doctolib.de/> or check doctors
 homepages/Google

Housing:

Luxembourg: seve.logement@uni.lu
 Strasbourg: scensi@unistra.fr, sylvie.ramspacher@crous-strasbourg.fr, rt@rt-hebergement.unistra.fr
 Mainz: wohnen@studierendenwerk-mainz.de

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