

Herzlich Willkommen
im Fachbereich 03
Rechtswissenschaft der
Johannes Gutenberg-
Universität Mainz



Winterterm

Preface

We are delighted to welcome you as a new international law student at our beautiful campus university. Your decision to study in Mainz reflects great openness to new experiences and opportunities. We want to assure you that you are studying at a university that not only has a long and proud history but also strives to set new standards in today's modern world.

The International Office for Law, along with your academic coordinators, is here to support you with any questions or concerns. Your satisfaction and success are important to us, and we want to ensure that you make the most of your time here and truly enjoy your experience.

Once again, a very warm welcome!

To help you make the most of your stay, we have put together a guide to assist you during your time abroad. Please do not hesitate to contact us if anything is unclear.

Your International Office for Law Team



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Start of the Semester

Activate your Jogustine account

To be well-prepared for your studies at Johannes Gutenberg University, you need to register on our online platform Jogustine and activate your account. If you have not yet received any information regarding this, please contact the GIS (Gutenberg International School).

You can find instructions on how to activate your Jogustine account [here](#):



Create Timetable

Next, you can create your schedule. We want to give you the opportunity to design your timetable as flexibly as possible. This guide will help you step by step to put together the perfect schedule.

If you need personal assistance, please contact Mr. Klaus Mayer, who will be happy to help you.

Start of the Semester

Course Options

Here you can find the courses available for selection in the winter semester.

How many courses should I take?

You should complete at least 20 ECTS credits per semester, which corresponds to approximately 10 hours per week that you can schedule flexibly. We want to give you as much freedom as possible in designing your studies, so you are largely free in your course selection.

However, the course „Comparative Law Workshop“ is mandatory and cannot be removed from your schedule. It is worth 4 ECTS credits and counts toward the required 20 ECTS. This means you still need to select courses totaling 16 additional ECTS credits.

Important: Your home university may require you to earn more than 20 ECTS credits during your Erasmus stay. Please check with your academic coordinator at your home university and choose your courses accordingly. Also, make sure to verify whether you are required to take additional mandatory courses, such as a language course, alongside your law-specific courses.

Which courses can I choose?

Here, you will find a list of available courses. Clicking on a course name will automatically redirect you to further information. Additionally, all important details can be found in our timetable.

If you are interested in taking non-law courses, you can find an overview of available Gutenberg International School (GIS) courses here:
GIS Course Offerings.

You are, of course, welcome to take courses outside the field of law. If you are interested, please contact Mr. Klaus Mayer for guidance. Please make sure to enter all non-law courses in your schedule form under „Non-Law Courses.“

Here, you can find all courses offered at Johannes Gutenberg University Mainz, along with information on which ones you may attend: Courses by Language.

Always follow the requirements of your home university.

How do I create my individual schedule?

To finalize your schedule, please fill out the [schedule form](#) and send it to erasmusjura@uni-mainz.de.

Start of the Semester

Strafrecht

ID-Nummer	Kursname
03.135.1201	ZP Strafrecht I
03.135.1204	ZP Strafrecht IV

Fachbereich 03 - Rechts- und
Wirtschaftswissenschaften >
Rechtswissenschaft >
Vorlesungen im Pflichtfach
(Zwischenprüfung,
Grundlagenveranstaltungen,
Hauptstudium) > Strafrecht
mit Verfahrensrecht

Fachbereich 03 - Rechts- und
Wirtschaftswissenschaften >
Rechtswissenschaft >
Vorlesungen im Pflichtfach
(Zwischenprüfung,
Grundlagenveranstaltungen,
Hauptstudium) >
Öffentliches Recht mit
Verfahrensrecht

Öffentliches Recht

ID-Nummer	Kursname
03.135.1301	ZP Staatsrecht I
03.135.1305	ZP Allgemeines Verwaltungsrecht II
03.135.16207	Staatsrecht III
03.135.16211	Polizei- und Ordnungsrecht
03.135.16214	Europarecht II
03.135.16215	Grundzüge der Völkerrechtsordnung

Start of the Semester

Bürgerliches Recht

ID-Nummer	Kursname
03.135.11011	ZP Einführung in das Bürgerliche
03.135.1102	ZP Schuldrecht I AT
03.135.11021	ZP Schuldrecht II
03.135.1103	ZP Gesetzliche Schuldverhältnisse
03.135.16103	Vergaberecht
03.135.16111	Grundzüge des IPR
03.135.16116	Handelsrecht
03.135.16117	Zivilprozessrecht
03.135.16118	Familienrecht
03.135.16119	Arbeitsrecht
03.135.16120	Versicherungsrecht

Fachbereich 03 - Rechts- und Wirtschaftswissenschaften > Rechtswissenschaft > Vorlesungen im Pflichtfach (Zwischenprüfung, Grundlagenveranstaltungen, Hauptstudium) > Bürgerliches Recht mit Verfahrensrecht

Fachbereich 03 - Rechts- und Wirtschaftswissenschaften > Rechtswissenschaft > Veranstaltungen der Schwerpunktbereiche > Fächergruppe 1 > Internationales Privat- und Verfahrensrecht

ID Nummer	Kursname
03.135.14024	IPR I (Familien-/Erbrecht)
03.135.14021	IPR II (Int.Schuld-und Wirtschaftsrecht)

Start of the Semester

Juristische Grundlagenscheine

ID Nummer	Kursname
03.135.17002	Römisches Recht I
03.135.17005	Rechtsphilosophie
03.135.17008	Einführung in die Rechtsökonomik

Fachbereich 03 - Rechts- und
Wirtschaftswissenschaften
> Rechtswissenschaft >
Vorlesungen im Pflichtfach
(Zwischenprüfung, Grund-
lagenveranstaltungen,
Hauptstudium) > Rechts-
geschichte, Rechtstheorie,
Rechtsvergleichung
Veranstaltungen / Module

Fachbereich 03 - Rechts- und
Wirtschaftswissenschaften >
Rechtswissenschaft > Fremd-
sprachen / Schlüsselqualifika-
tionen

Juristische Grundlagenscheine

ID Nummer	Kursname
03.135.16402	Introduction au droit français
03.135.16423	Türkische Rechtssprache
03.135.16412	Rechtsvergleichender Work- shop
03.135.16406	Comparative Constitutional Law and Theory
03.135.16415	Chinesisches Privatrecht
03.135.16420	European Company Law
03.135.16420	Introduction to the U.S. Legal System

Start of the Semester

Register for Courses

In the next step, you can register online for most of your selected courses. The following images provide a step-by-step guide on how the registration process works.

Our roadmap uses the example of the course „BGB AT II“ to show you how to complete the registration and how to check whether it was successful.

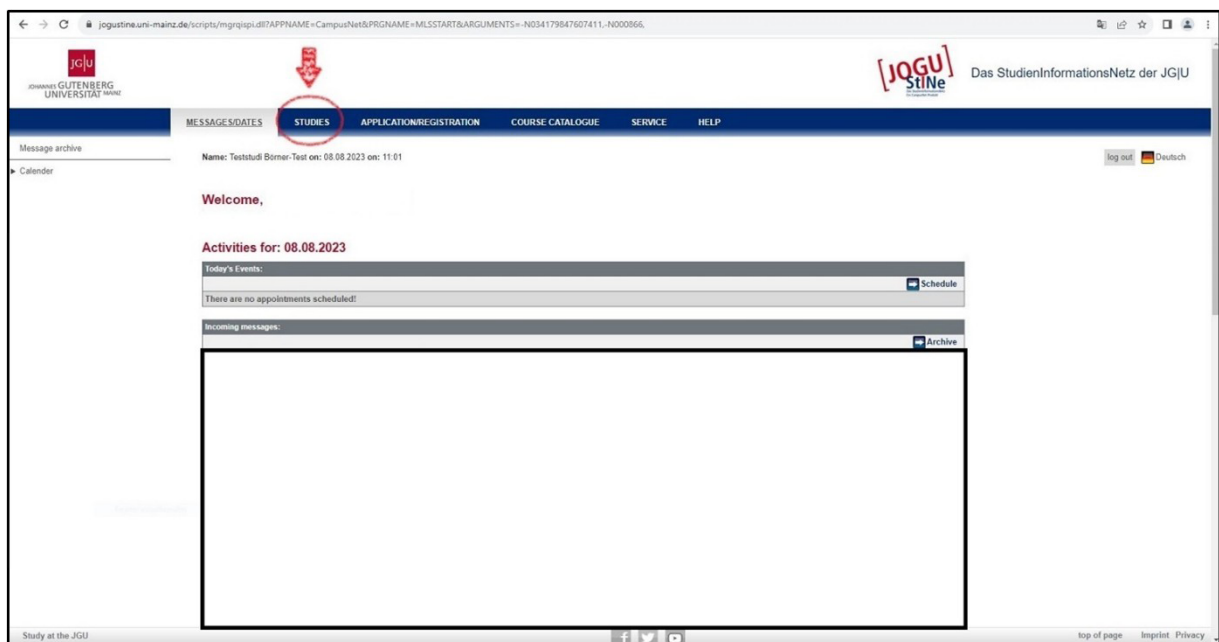
Please make sure to register within the following deadlines:

**Current course
registration period**

Late registration is only possible through the International Office of Law.

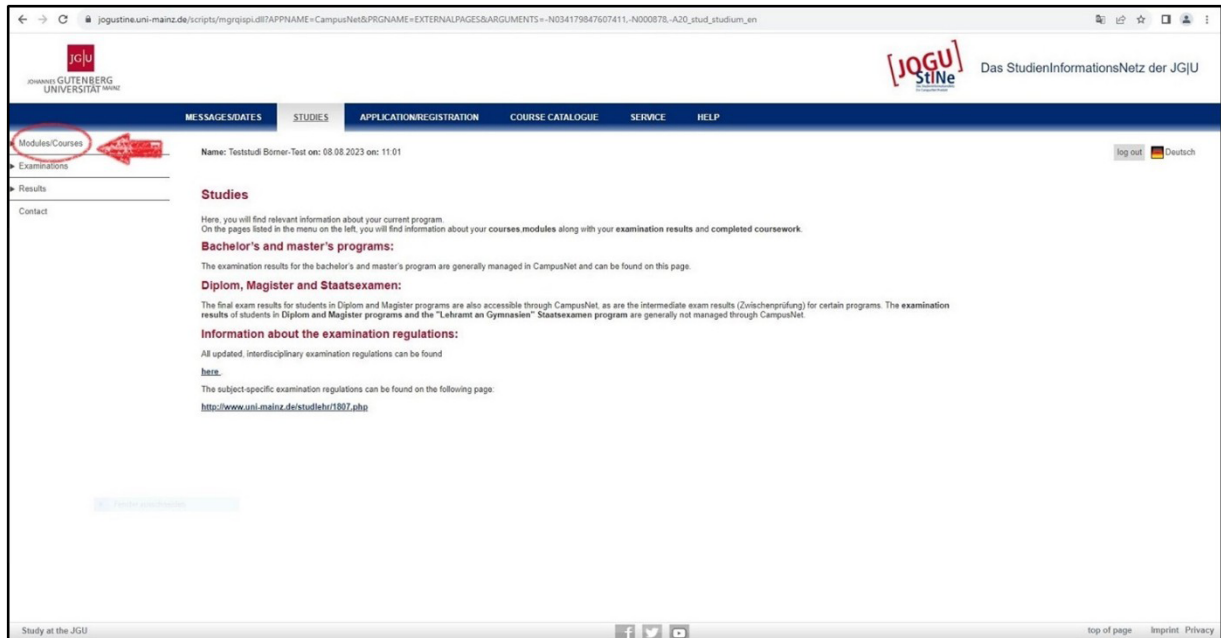
This is how the online registration for your desired courses works:

After logging into Jogustine, click on „Studies“ (see the red arrow in the image above). If Jogustine displays the German terms, you can easily change the language in the top right corner. Simply click on the small flag and select „English.“

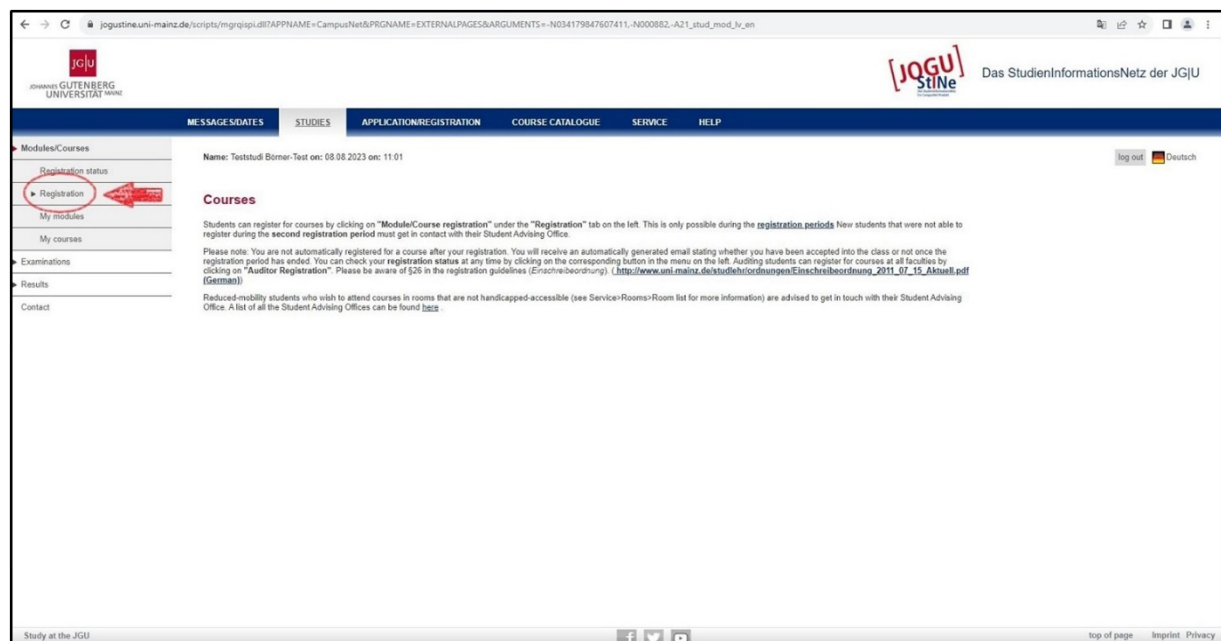


Start of the Semester

Then click on „Modules/Courses.“

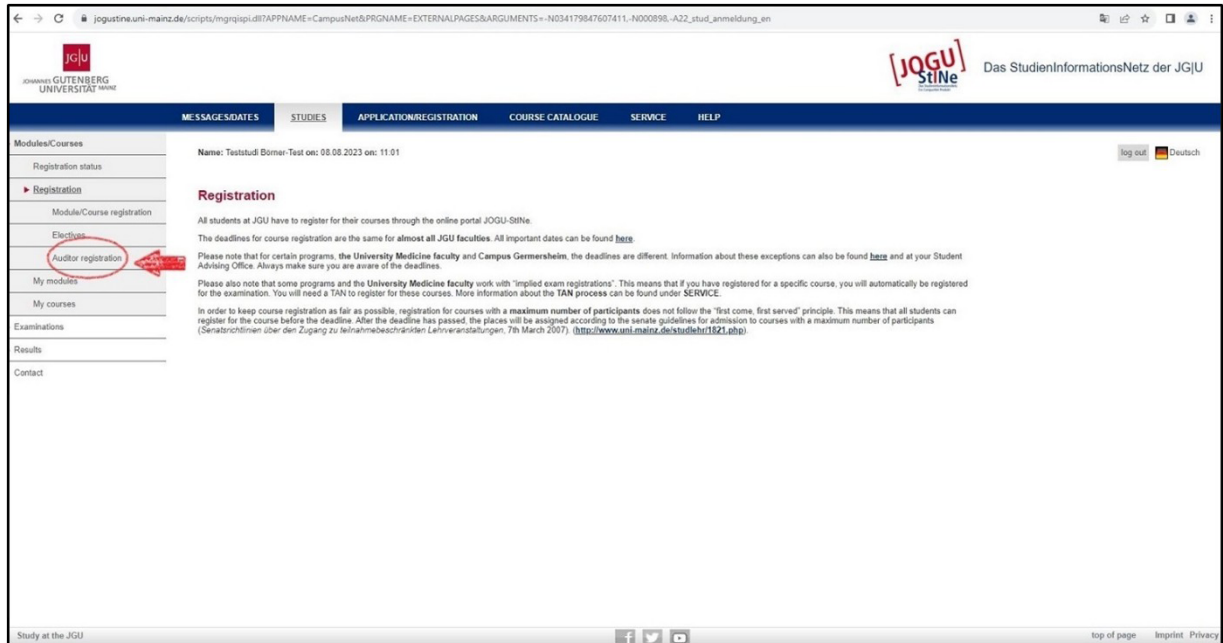


Now click on „Registration.“

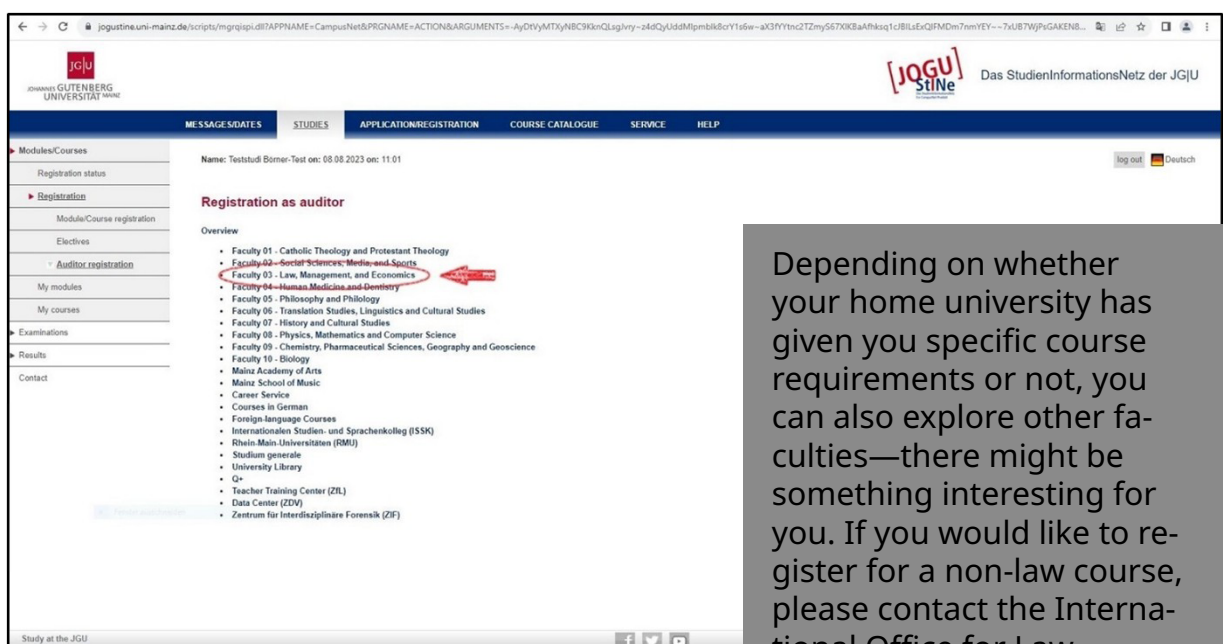


Start of the Semester

Next, click on „Auditor Registration.“



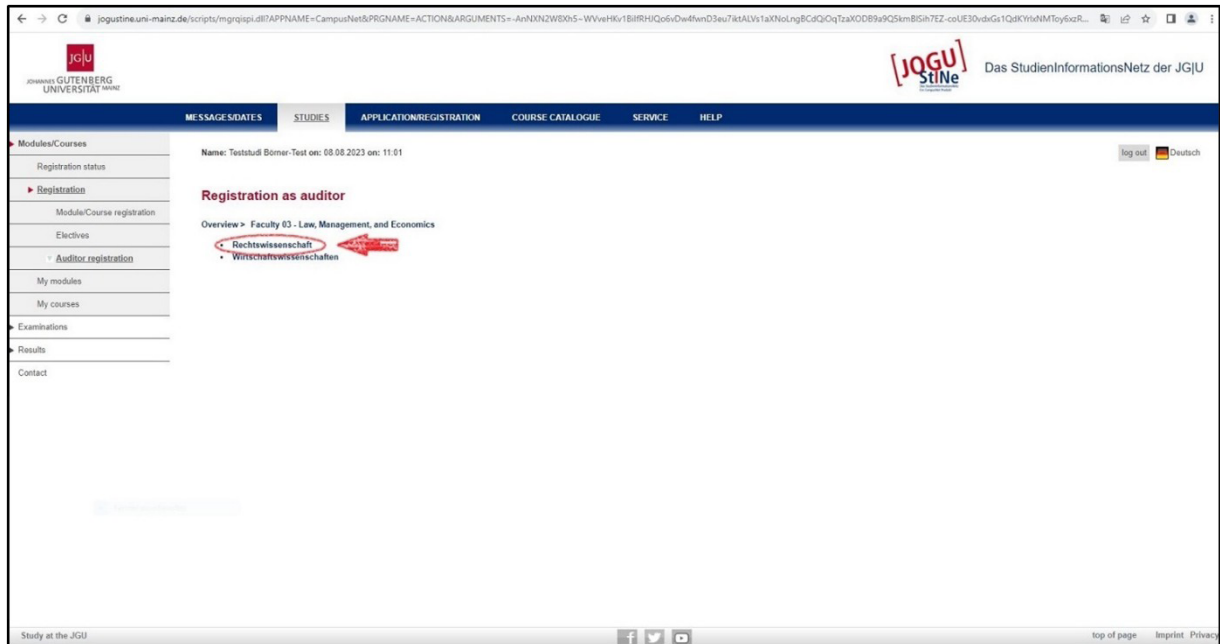
Now you will see all the faculties of Johannes Gutenberg University Mainz. To find law courses, click on „Faculty 03 – Law, Management and Economics.“



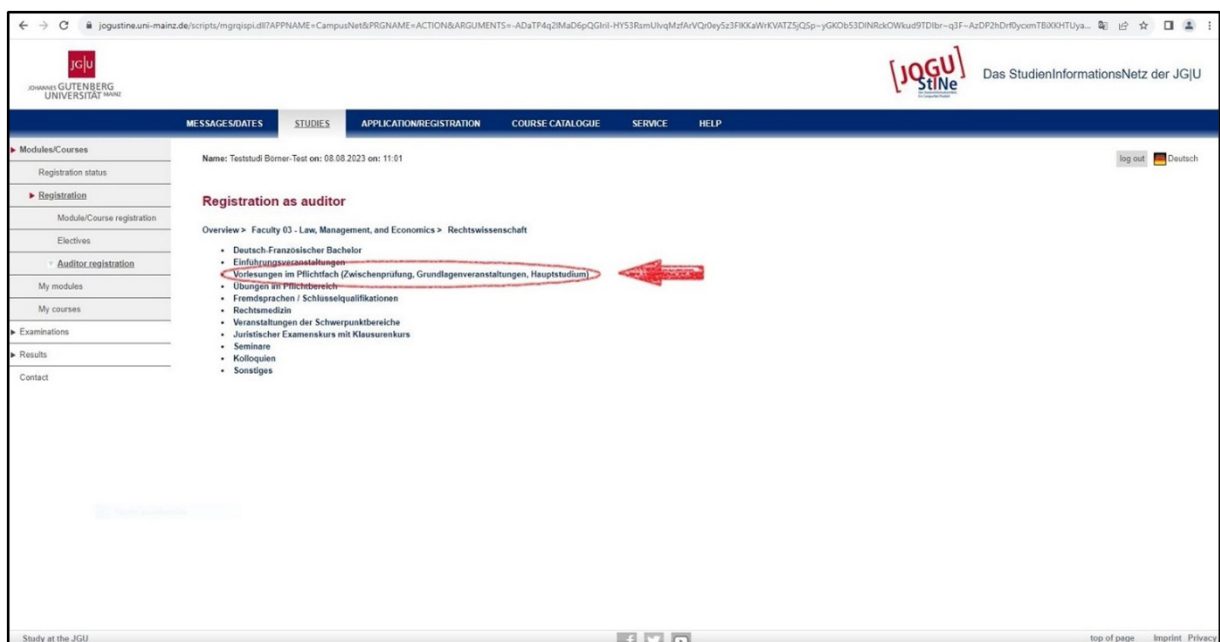
Depending on whether your home university has given you specific course requirements or not, you can also explore other faculties—there might be something interesting for you. If you would like to register for a non-law course, please contact the International Office for Law.

Start of the Semester

Now, let's continue with the law courses, select the „Law“ field.

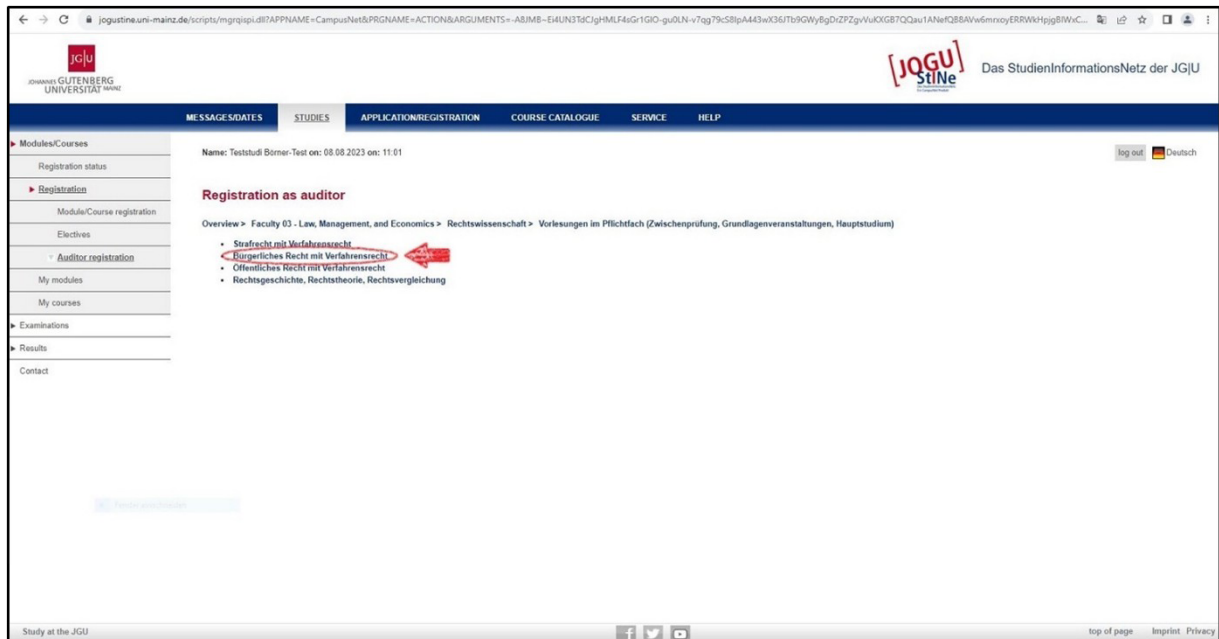


Our example course can be found in the „Lectures in Core Subjects“ folder. However, the courses you have selected may be located in different folders.

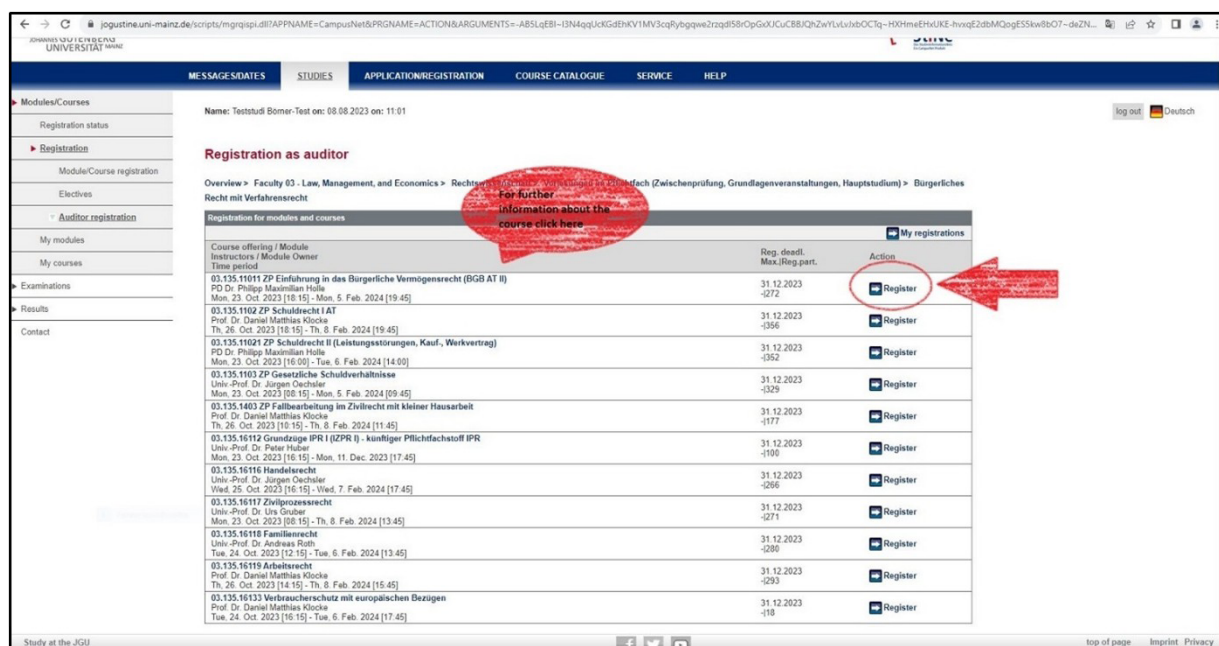


Start of the Semester

Then select „Civil Law.“ You can find out which legal field your course belongs to in the course selection information sheet.



Here, you can see all the courses offered within the selected module (in this case, „Civil Law“). Now, you can select the course you wish to attend. Click on „Register“ to enroll.



Start of the Semester

Once you have reviewed all the details and are sure you want to attend the course, click on „Next.“

The screenshot shows the 'Course registration' page on the JGU website. The page has a sidebar on the left with navigation links like 'Modules/Courses', 'Registration status', 'Registration', 'Module/Course registration', 'Auditor registration', 'My courses', 'Examinations', 'Results', and 'Contact'. The main content area displays the registration details for a course. A red arrow points to a blue 'Next' button, which is circled in red.

No.	Name	Studies	Auditor
03.135.11011	ZP Einführung in das Bürgerliche Vermögensrecht (BGB AT II)	Ohne Abschluss Rechtswissenschaft	Yes

No.	Name	Time period	Max.Reg.part.
03.135.11011	ZP Einführung in das Bürgerliche Vermögensrecht (BGB AT II)	Mon. 23. Oct. 2023 [18:15] - Mon. 5. Feb. 2024 [19:45]	- 272

To submit your registration, click on „Submit“ in the next step.

The screenshot shows the 'Course registration' page on the JGU website, similar to the previous one but with a 'Confirm' section at the bottom. A red arrow points to a blue 'Submit' button, which is circled in red.

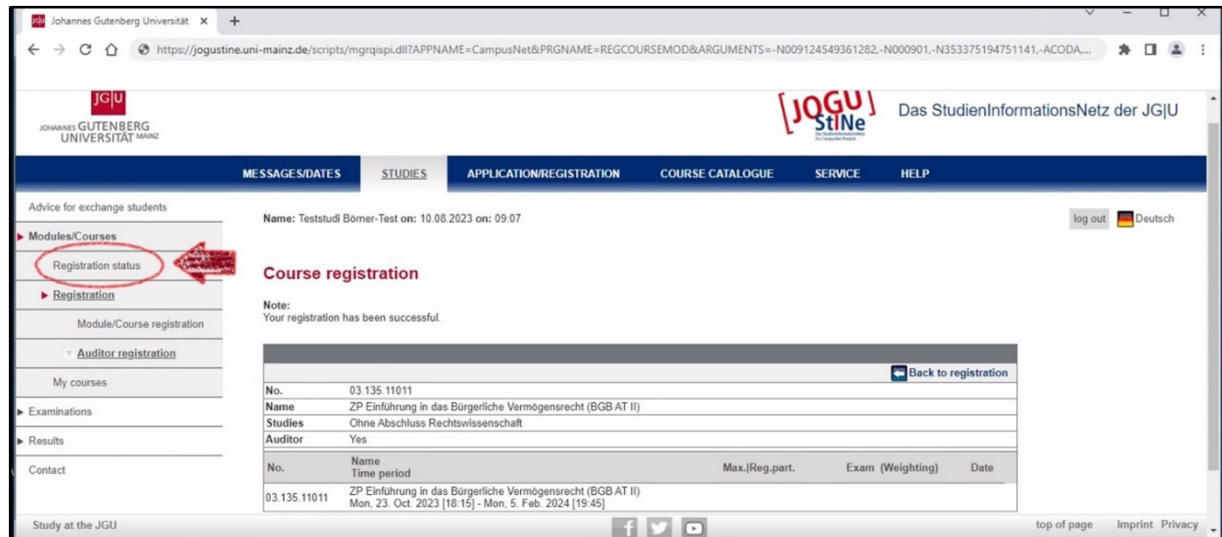
No.	Name	Time period	Max.Reg.part.	Exam (Weighting)	Date
03.135.11011	ZP Einführung in das Bürgerliche Vermögensrecht (BGB AT II)	Mon. 23. Oct. 2023 [18:15] - Mon. 5. Feb. 2024 [19:45]			

Your course registration is now complete.

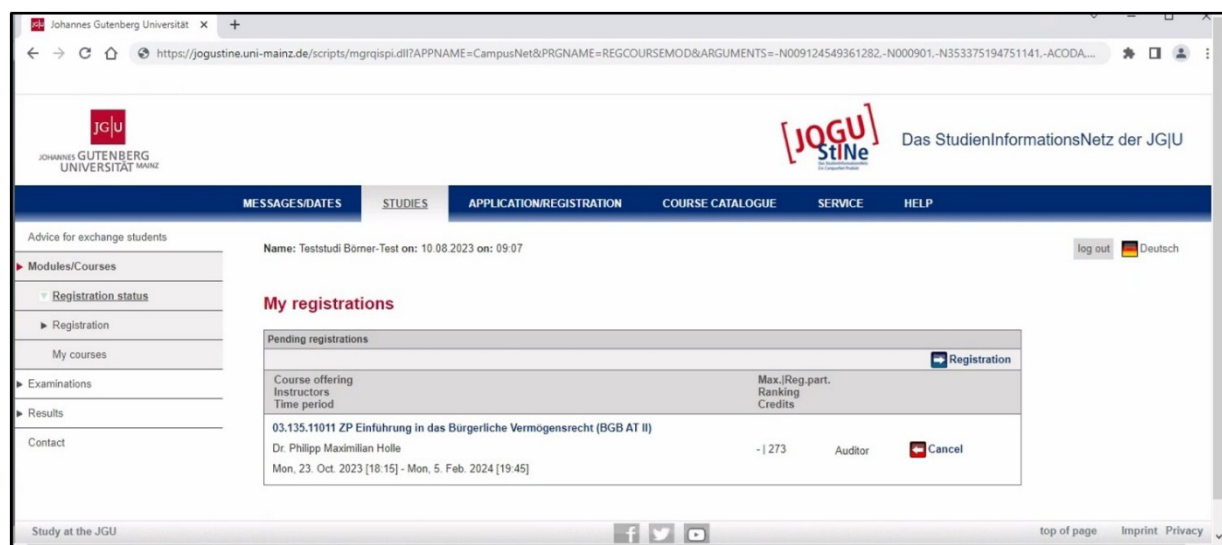
Start of the Semester

To check if everything was done correctly, you can do the following:

Click on „Register status.“



Your course is now listed under „**Pending registrations.**“ The course registration will be automatically accepted by the system at a later time. Once accepted, the course will be moved to the „**Accepted registrations**“ section.



Start of the Semester

Deregister from Courses

If you wish to deregister from a course, you can find instructions on how to do so here: Please note that deregistrations are only possible within the deadline mentioned above. If you wish to deregister after the deadline, please contact the International Office for Law (Nathalie Klaer).

Under „**Registration**“, you will find your courses. Select the course you wish to deregister from and click on „**Cancel**“.

The screenshot shows the registration page of the Johannes Gutenberg University (JGU) Mainz. The page is titled "Pending registrations" and "Accepted registrations". Under "Accepted registrations", there is a table with the following data:

Course offering	Instructors	Time period	Max. (Reg. part. Ranking Credits
03.135.16214 European Law II	Univ.-Prof. Dr. Meinrad Dreher	Tue, 24. Oct. 2023 [14:15] - Tue, 6. Feb. 2024 [15:45]	- 253 Auditor

A red circle highlights the "Cancel" button next to the "European Law II" course. A red arrow points to the "Cancel" button.

In the next step, click on „**Next.**“

The screenshot shows the "Course cancellation" page of the Johannes Gutenberg University (JGU) Mainz. The page is titled "Course cancellation" and has a "Next" button. A red circle highlights the "Next" button. A red arrow points to the "Next" button.

The page also displays the following information:

- Name: Teststud. Börner-Test on: 10.08.2023 on: 09:07
- Log out button
- Deutsch language selection

No.	Name	Time period
03.135.16214	European Law II	Tue, 24. Oct. 2023 [14:15] - Tue, 6. Feb. 2024 [15:45]

Start of the Semester

Once you are sure you want to deregister, click on **"Submit"** in the next step.

The screenshot shows the 'Course cancellation' page in the CampusNet system. The page title is 'Course cancellation'. Below the title, there is a note: 'Note: Please check the cancellation data below. Confirm to cancel.' The data to be confirmed is as follows:

No.	Name	Studies	Auditor
03.135.16214	European Law II	Ohne Abschluss Rechtswissenschaft	Yes

No.	Name	Time period	Exam (Weighting)	Date
03.135.16214	European Law II	Tue, 24. Oct. 2023 [14:15] - Tue, 6. Feb. 2024 [15:45]		

At the bottom of the page, there is a 'Confirm' section with a 'Submit' button, which is circled in red. A red arrow points to the 'Submit' button from the right.

You will now see the message **"Your cancellation has been successful"**, and you will be deregistered from the course.

The screenshot shows the 'Course cancellation' page in the CampusNet system. The page title is 'Course cancellation'. Below the title, there is a note: 'Note: Your cancellation has been successful'. The data to be confirmed is as follows:

No.	Name	Studies	Auditor
03.135.16214	European Law II	Ohne Abschluss Rechtswissenschaft	Yes

No.	Name	Time period	Exam (Weighting)	Date
03.135.16214	European Law II	Tue, 24. Oct. 2023 [14:15] - Tue, 6. Feb. 2024 [15:45]		

At the bottom of the page, there is a 'Confirm' section with a 'My registrations' button, which is circled in red. A red arrow points to the 'My registrations' button from the right.

During the Semester

Now that you have selected all your courses, the semester can begin. Below, you will find some information about your new university, to make your life here in Mainz and at Johannes Gutenberg University even more enjoyable.

Tips for studying in Mainz

ReWi stands for „**Law and Economics**“, as these two departments not only form Faculty 03, where you are currently studying, but also share two buildings on campus. The new **ReWi (ReWi I)** building includes the large lecture hall **RW1**, a cafeteria, a library, and common rooms, while the older **ReWi (ReWi II)** building, located directly across, mainly houses offices along with a few seminar rooms.



During the Semester



Food &
Drinks in
our ReWi-
canteen

Here is the link to
our cafeteria's
website:
ReWi Mensa

Study spaces
in our ReWi-
Library

You can find the
website of our
library here:
ReWi Bibliothek

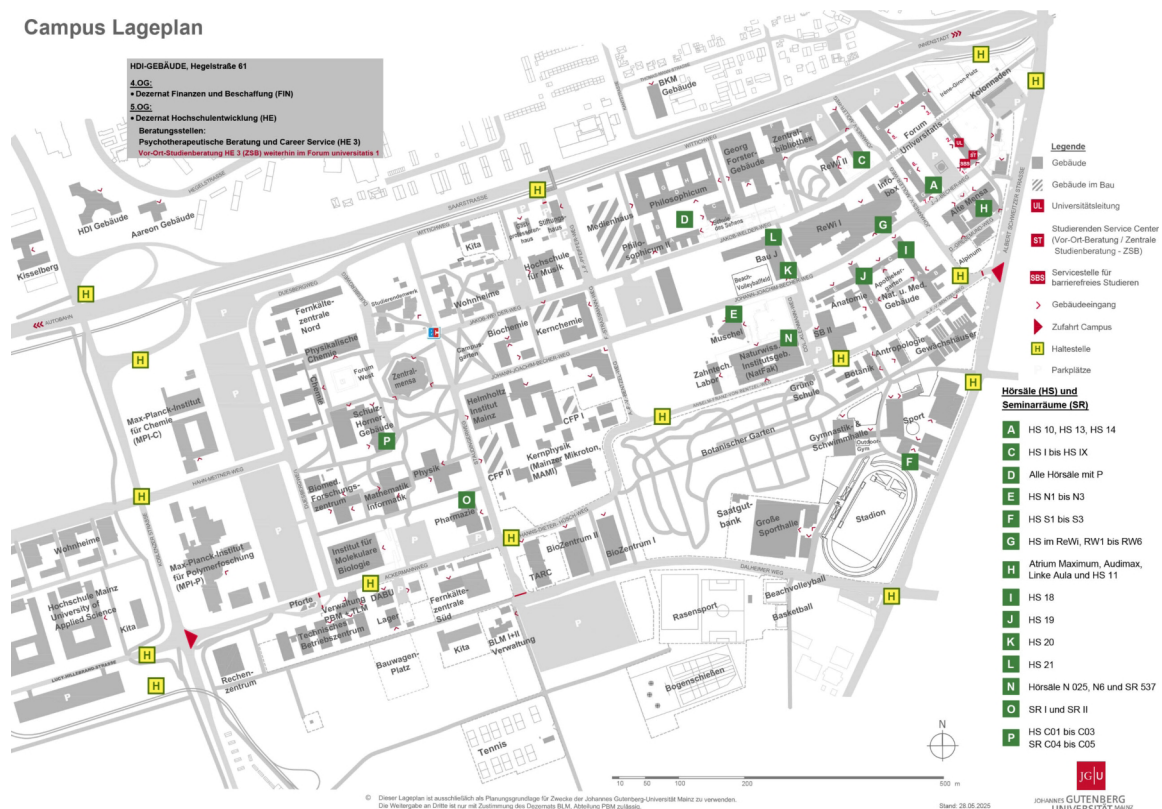
Payments
at JGU

You can find information
on how to make
payments here:
Bezahlen in der Mensa

During the Semester

Leisure and personal development

Of course, it can sometimes happen that you have a lecture outside the ReWi buildings. Our large campus can be a bit confusing at times. That's why our campus map is so important, to help you stay oriented and not lose track.



There is also an interactive map where you can search for your lecture rooms and then the map tells you in which building they are.

You can find this map here:

Interactive map

During the Semester

Do you want to take a break from studying and enjoy your free time? Here you will find many great offerings from Johannes Gutenberg University Mainz.

Leisure

Do you want to get more active? Then here is the list of our university sports offerings.

Sports

We also have many interesting study groups. There's something for everyone.

Study-groups

The Gutenberg International School and the International Affairs Department are key contacts for all our international students. They offer many great opportunities, and it's always worth keeping an eye on their website to make sure you don't miss anything.

Gutenberg International School

During the Semester

Examination Registration and Deregistration

At Johannes Gutenberg University, within Faculty 03 Law, there are various examination options and performance assessments that are an important part of your study stay. In this section, we will explain how you can register for exams and what steps you need to follow.

Registration for Examinations

One important piece of information upfront: You will be automatically registered for the exams included in your study plan. This means that you don't need to take any additional steps to be allowed to take these exams. Registration is done as part of the regular course registration and is coordinated by the International Office for Law.

However, for non-law courses or courses from the ISSK (International Studies and Language College), you will need to register independently. These are special courses or workshops that do not belong to the Faculty of Law. The registration procedures for these courses may vary, so it is important to find out in advance the exact steps you need to follow to register for these additional offerings.

Deadline

The invitations to the exams are usually sent out in the summer semester, from the end of May to the end of June. This gives you plenty of time to prepare for your exams and organize your exam schedule.

Please make sure to carefully read your emails and notifications from the university so you don't miss any important information about your exams. If you have any further questions or concerns, don't hesitate to contact us.

The notification period for exams is usually one to two weeks. This means that you will generally have enough time to prepare for the upcoming exams once you receive your notification. It is advisable to use this time efficiently and create a structured exam plan to ensure you are well-prepared. If there are any changes or special circumstances that affect the notification period, we will inform you in a timely manner.

During the Semester

Examination types

The type of examination you take depends on your professor. Some prefer oral exams, where you demonstrate your knowledge in a one-on-one conversation. Others opt for group oral exams, where you will be tested along with other exchange students. Some professors may prefer written exams. An oral exam can also be conducted via MS Teams. Additionally, there may be a requirement for you to submit a written paper (term paper). You are welcome to discuss the examination format with your professor and express any preferences you may have. The exact examination format will be communicated to you either at the beginning of the semester or, at the latest, with the exam invitation.

Exams related to the interim examination (ZP: Zwischenprüfung) are typically held on the dates set for the interim exams. The International Office for Law will contact the chairs and, in consultation with you, determine the exam date. Once the date is confirmed, you will receive an official invitation with all the relevant details. This invitation will also serve as confirmation of your registration for the exam.

You can take no more than two exams per day. We recommend taking at least a half-hour break between exams. If this is not possible, please [contact us](#), and we will try to find a solution.

Notification and Grades

The grades for your exams will be recorded by the respective departments and forwarded to the International Office for Law. We ensure that the grades are reliably sent to you so that you can keep track of your academic progress.

Nonparticipation in Examination

If you decide not to participate in a particular exam, it is important that you inform the International Office for Law in advance via email.

The final deadline for notifying us is 08.12.2025. Please send your notification to the following address: erasmus-jura@uni-mainz.de.

In case of illness-related absence, we require a medical certificate. Please be sure to inform both the department and the International Office for Law.

We hope this information helps you plan and participate in the exams at our university. If you have any further questions, don't hesitate to contact us by email or in person. We are here to help!

During the Semester

Examination repetition

If you do not pass an exam, you have the opportunity to retake it once. These retake exams usually take place during the semester break. This gives you the chance to deepen your knowledge and improve your exam result. Please note that the exact dates and requirements for retake exams depend on the individual schedules of the professors. If you have any questions or uncertainties, feel free to contact the International Office for Law.

Early Correction for ERASMUS+ students

We understand that the academic year at most partner universities starts earlier than in Germany. Therefore, we strive to ensure that exam results are typically available by the end of February. We will inform the departments accordingly and request their cooperation.

To support this process, we kindly ask you to note on the cover page of your written exams that you require an early correction. This will allow the examiner to prioritize your exams and ensure that the results are available in time for your transcript.

We are committed to supporting you as best as we can during your ERASMUS study period and hope that these measures help facilitate a smooth transition to your home university. If you have any further questions or concerns, please do not hesitate to contact us.

End of Semester

Transcripts and certificates

We understand how important it is for you to receive the relevant transcripts and certificates at the end of your stay at Johannes Gutenberg University Mainz in order to officially document your academic achievements. In this section, we would like to inform you about how you can obtain these documents from us.

Transcript of Records (ToR)

At the end of your stay at Johannes Gutenberg University Mainz, you will receive a transcript of records (ToR). This document serves as proof of the successfully completed courses and exams and should be submitted to your home university.

Request for Certificates

Should you need any additional certificates during or after your stay at Johannes Gutenberg University Mainz, you can request them as needed. The Law International Office will be happy to assist you and issue the required documents upon request.

We want to ensure that you receive all the necessary documents to successfully complete your study period and to document your experiences at Johannes Gutenberg University Mainz at your home university. Therefore, we kindly ask you to keep your data in Jogustine up to date. You can also independently generate your deregistration certificate through Jogustine.

End of Semester

Please contact the Law International Office if you have any questions or need assistance with the time-sensitive creation of certificates. Helpful contact information and communication methods can be found below:

Johannes Gutenberg-Universität Mainz

FB 03: Auslandsbüro Jura

55099 Mainz

GERMANY

Tel.: +49 (0) 6131 39-22074

Fax: +49 (0) 6131 39-23828

Informationen zum Datenschutz findest du hier:

<https://startseite.uni-mainz.de/datenschutz/>

Contact person

[Klaus Mayer](#)

Office: ReWi II 01-159

Telephone:
+49 6131 39 22026

Office hours in person:

Tuesday and Thursday:

09:00 - 12:00
12:30 - 15:00

Office hours via
telephone:

Monday, Wednesday
and Friday:

09:00 - 12:00

[Nathalie Klaer](#)

Office: ReWi II 01-161

Telephone:
+49 6131 39 26440

Office hours in person:

Tuesday: 09:00 - 12:00
Thursday: 10:00 - 14:00