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<b>Erasmus+ Code</b>	<b>A WIEN21</b>
<b>PIC Code</b>	<b>890988942</b>
<b>Teams and Responsibilities</b>	<b>IStA – International Student Affairs</b> <ul style="list-style-type: none"><li>• Administration of student exchange</li><li>• All matters relating to student mobility</li></ul> e-mail: <a href="mailto:ista@fh-wien.ac.at">ista@fh-wien.ac.at</a>  <b>CIEM – Center for International Education and Mobility</b> <ul style="list-style-type: none"><li>• Erasmus+ projects</li><li>• Internationalization strategy</li><li>• International Management courses</li><li>• Partnership agreements</li><li>• Staff mobility</li><li>• Quality assurance measures</li></ul> e-mail: <a href="mailto:ciem@fh-wien.ac.at">ciem@fh-wien.ac.at</a>

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## Nomination and Application Deadlines

### Winter semester

- ▶ Nomination deadline for partners: 1 May
- ▶ Application deadline for students: 15 May

### Summer semester

- ▶ Nomination deadline for partners: 1 October
  - ▶ Application deadline for students: 15 October
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## Nomination and Application Process

- ▶ Students must be nominated by a coordinator of their home university.
  - ▶ Partner universities will receive the nomination link leading to the nomination form via e-mail.
  - ▶ After the coordinator has filled out the nomination form, the university will get a confirmation of the nomination via e-mail.
  - ▶ Nominated students will receive an email with a link to their application form, which they will have to complete until the application deadline.
  - ▶ No documents need to be sent in hardcopy.
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## Website for Incoming Students

<https://www.fh-wien.ac.at/en/study/international/incoming-students/>

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## Visa and International Travel

The Austrian Federal Ministry for European and International Affairs issued guidelines regarding **visa and international travel**. Follow and check the latest updates on this [website](#).

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## Course Offer

Incoming students can choose a semester package (International Semester Program) or compose their own study program. Students may select courses from different programs. In order to avoid schedule overlaps, we highly recommend choosing one of the International Semester Programs. The Course Guide for each semester is available on our [website](#). There is one Course Guide with all courses offered in English and one Course Guide with all courses offered in German. It is possible to mix courses from both Course Guides.

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## German Language Courses

German language courses (4 ECTS credits) for beginners and advanced learners are available every semester and they are free of charge for international students.

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## Housing

Accommodation has to be organised by the students themselves. You can either book a room in one of the students' residences or check the private market for available rooms.

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## Academic Calendar

### Winter semester 2023/2024

Virtual Orientation Week: August 28 – September 1, 2023

Semester starts: September 4, 2023

Semester ends: January 28, 2024

### Summer semester 2024

Virtual Orientation Week: February 5 – February 9, 2024

Semester begins: February 16, 2024

Semester ends: July 1, 2024

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## Public Holidays

**Austria's National Holiday:** October 26, 2023

**All Saints' Day:** November 1, 2023

**Immaculate Conception:** December 8, 2023

**Christmas Break:** December 24, 2023 – January 7, 2024

**Easter Break:** March 25 – April 1, 2024

**Labour Day:** May 1, 2024

**Ascension Day:** May 9, 2024

**Whit Monday:** May 20, 2024

**Corpus Christi:** May 30, 2024

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## Estimated Expenses

### Per semester – 5 months:

- ▶ Accommodation: ~ €2,500
- ▶ Food: ~ €900
- ▶ Public Transport: ~ €75 for students' semester pass
- ▶ Student union membership: ~ €25.00
- ▶ Miscellaneous expenses: ~ €800 (depending on the student's lifestyle)

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## Mandatory Residence Registration with Municipal Department 62 (MA 62)

According to Austrian law, you have to register with the authorities. [Here](#) you can find which documents you need and further information that you should consider. The registration of residence is mandatory for all incoming students. The official registration form (*Meldezettel*) is available only in German. An English version that will help you fill in the form will be provided during the Orientation Week.

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## Residence Registration with Municipal Department 35 (MA 35)

Students with **EU/EEA or Swiss nationality** who are staying in Austria for more than 3 months have to apply for a confirmation of registration (*Anmeldebescheinigung*) within four months of arrival. Further information about the required documents and fees can be found [here](#).



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## Erasmus Student Network

The ESN in Vienna runs a buddy system and offers a wide range of activities throughout the semester. Details to be published in the first weeks of the semester.

[esn@fh-wien.ac.at](mailto:esn@fh-wien.ac.at)

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## Things to do in Vienna

Explore and enjoy the city! Here are some recommendations for what you can do in Vienna: <https://www.wien.info/en>

