

# Immigration information for exchange students

## Students from the US & Canada staying for 1 semester



Due to COVID-19 application procedures for residence permits/visas and entry requirements are currently subject to continuous change. Students are therefore strongly advised to regularly check [COVID-19 international arrivals information](#) and also contact the [Austrian embassy in their country of residence](#) for information on the current options for residence permit / visa application procedures as well as entry requirements for Austria.

Studying in Graz for up to 6 months (=180 days) requires a national visa D. As a general rule, you have to apply for and obtain the national visa at the Austrian representative authority (embassy/consulate general) in the country of your residence. Students who live/study close to one of the Austrian consulates are strongly encouraged to pursue option 1.

### General information

- You have to personally appear at the embassy/consulate to submit your application and fingerprints
- Your visa entitles you to spend up to 90 days of the total 180 days in other Schengen countries
- If you intend to apply in Slovenia (option 2), Austria must be your first entry point into the Schengen area without any layovers in other Schengen countries on the way!

### Option 1: Austrian embassy/consulate (recommended)

- Students from a US-partner university can submit their visa applications at the Austrian representations in Washington DC, New York City or Los Angeles in person, depending on the consular jurisdiction of the representation, see: [www.austria.org/visa](http://www.austria.org/visa)

Visa application centers: when you live within the consular jurisdiction of the embassy in Washington DC, there are visa application centers in Houston, Washington DC and Miami available, please see website for further details:

[www.austria.org/visa-application](http://www.austria.org/visa-application)

- Students from a Canadian partner university have to submit their applications at the Austrian embassy in **Ottawa** in person

### Option 2: Application at Austrian embassy in Ljubljana, Slovenia (only US & Canadian nationals)

If you hold a US or Canadian passport and study at a US or Canadian university, you can submit the visa application at the Austrian Embassy in Ljubljana (Slovenia) after arriving in Austria. Ljubljana is located 3-4 hours by train or 3,5 hours by bus from Graz.

### Important:

- Austria must be your first entry point into the Schengen area without any layovers in other Schengen countries
- You must bring your complete application, including all supporting documents with you when travelling to Graz and you must complete the visa process before your 90-days visa-free period expires!
- Your stay must extend for at least another 91 days starting from the issuing date of the visa! For this reason, you are encouraged to apply as soon as possible after the arrival.
- This option may require to make two trips (application and pick-up) or you stay in Ljubljana for at least 2 working days (=1 night)
- You need to submit 1 pack of originals + 1 pack with copies of your documents, please ensure you have copies before travelling to Slovenia and provide separate packs of copies and originals!
- You need to schedule an appointment with the embassy in advance - if you travel as group, you need to inform the embassy how many students will submit an application

## Contact

### Austrian Embassy in Ljubljana, consular department

Address: Veselova ulica 10, 1000 Ljubljana, Slovenia

Email: [laibach-ob@bmeia.gv.at](mailto:laibach-ob@bmeia.gv.at)

Web: [www.bmeia.gv.at/laibach](http://www.bmeia.gv.at/laibach)

Phone: +386 1 479 07 00

Opening hours of consular department: Monday - Thursday 8.30 am - 12 noon, Friday 8.30 - 11 am (closed on Austrian and Slovenian public holidays)

## Checklist of documents

The embassy needs a proof that you will be an exchange student at the University of Graz, for this reason, the Office of International Relations will issue an acceptance letter, stating the duration of your stay and your status at the University of Graz. You can download this letter via our application platform and database Mobility-Online.

- filled out & signed application form:  [Visa D](#)
- 1-2 passport-sized photographs according to the ICAO criteria (colour photographs, size 3.5 x 4.5 cm) not older than 6 months (no scans or copies!)
- Valid passport (original + copy)  
*Must be valid for at least 3 months after leaving Austria. Copies of all pages containing entries and stamps, must have one free page to issue the visa!*
- Proof of Schengen travel insurance coverage sum of at least USD 50,000 / EUR 30,000  
*A copy of your insurance ID is not sufficient, please hand in an insurance policy or confirmation letter.*
- Confirmation of residence: rental agreement or similar
- Proof of financial means: bank statement with full transactions of the last three months incl. name and address, pay stubs, scholarships, letter of grants, tax returns, proof of pension, other proof of income)
- Acceptance letter from Office of International Relations/Uni Graz
- Admission confirmation from your home university in the US/Canada
- Travel documents (e.g. flight tickets) - not necessary for option 2
- Total approximate costs 150 Euro (consular fee), non-refundable!

*Please note that the embassy can request additional documents, if necessary!*