

Application for Enrolment

For International Students and Austrians with foreign university entrance qualification

Please fill in the **complete** application form **clearly** using **BLOCK CAPITALS** and check boxes where applicable.

Personal Information

Nationality	<input type="checkbox"/> male <input type="checkbox"/> female	Date of birth	Native language	
Name	Surname			
Delivery Address: Street		House number	Floor	Door number
Country	Postcode	City		
c/o if applicable		E-mail address		

Information about intended studies at University of Graz

I apply for admission to study:

Name of the study programme*: _____

- Diploma
 Teacher Training
 Bachelor
 Master**
 Doctorate**

 in English

 in English

**Only some master's and doctorate programmes are offered in English. Which programmes these are can be found here:

<https://studienabteilung.uni-graz.at/en/international-students/language-certificates/>

You cannot apply for any other programme in English! Applications for programmes not offered in English will automatically be processed with German as requirement.

Intended start of studies: Winter semester 20 ____ Summer semester 20 ____ I intend to study

as a full-time degree student.

for a limited period of time, namely for 1 / 2 semester(s) (as Free Mover).

Have you ever been enrolled at an Austrian University (e.g. as a student, exchange student, participant at a summer school, participant in a preparatory course of an Austrian Vorstudienlehrgang)?

Yes, my Austrian student registration number (Matrikelnummer) is _____ No

*Please name the correct study programme as offered by our university! (not only the faculty or modules within the study programme)
A list of the offered study programmes can be found here: <https://studien.uni-graz.at/en/degree-programmes/overview/>

Previous Education

I have proof of the following educational qualifications:

General University Entrance Qualification (Secondary School Leaving Certificate)

Date of issue _____ in (country) _____

University studies currently enrolled in or completed:

Name of university: _____

Study programme: _____

Duration of studies (from/to): _____

Acquired Academic Degree: _____

Only for third country applicants:

Qualification Statement: I fulfill the admission requirements to the intended study programme at the following university

Name of university: _____

Date of issue: _____

Language Knowledge and Austrian Preparatory Programmes (Vorstudienlehrgänge)

German is my native language. German is my language of education.

I possess German language knowledge on level: A2 B1 B2 C1 C2

(According to CEFR – Common European Framework of Reference for Languages)

Acquired language certificate (according to the rectorate's decision Uni Graz): _____

Date of issue: _____

I have already attended the "Vorstudienlehrgang" (VGUH) of the University of Graz:

Yes, for ____ semester(s)

No

I participated in the following exams at an Austrian Preparatory Programme

Curriculum Vitae

Attached on additional sheet

Information for international applications (please read thoroughly!)

1.) Deadlines

International applicants who wish to begin or continue their studies at University of Graz must submit **their complete application with all necessary original documents by 5 September** for the **winter semester** and **by 5 February** for the **summer semester** of each year (date of receipt at the university).

2.) Documents

- Copy of passport/ID-card
- a. **First-year students:** Bachelor, Diploma, Teacher Training
- **Secondary school leaving certificate** with school reports from senior school
- **Qualification Statement:** Evidence that admission requirements to the same **study programme** at a recognized university in the country where the secondary school leaving certificate was obtained are fulfilled for the semester/academic year in which admission is sought in Graz, including the general duration of this programme. (not necessary for EU/ EEA nationals)
- **Transcript of records** of already accomplished Courses
- b. **Students continuing their studies:** Master
- **Evidence of accomplished Bachelor/Diploma** (transcript of records/diploma supplement, degree diploma)
- **Qualification Statement:** Evidence that admission requirements to the same **Master's programme** at a recognized university in the country where the Bachelor/Diploma degree was obtained are fulfilled for the semester/academic year in which admission is sought in Graz, including the general duration of this programme. (not necessary for EU/ EEA nationals)
- c. **Students continuing their studies:** Doctorate
- **Evidence of accomplished Bachelor & Master**, or Diploma (transcripts of records/diploma supplement, degree diplomas)
- **Qualification Statement:** Evidence that admission requirements to the same **Doctorate programme** at a recognized university in the country where the Master/Diploma degree was obtained are fulfilled for the semester/academic year in which admission is sought in Graz, including the general duration of this programme. (not necessary for EU/ EEA nationals)

3.) Language Requirements

Generally, the language of instruction is German. Only individual study programmes are offered in English. The following language certificates have to be handed in accordingly. **The certificates must not be older than 2 years at the time of the application.**

For study programmes in German (at least German A2 level according to GERS): ÖSD, Goethe Institut, DSD1, ÖIF, DTÖ, Integrationsprüfung, Vorstudienlehrgangs-Zeugnis. Attention: for starting the study programme, a C1 German language level is necessary!

English study programmes: TOEFL iBT (score of at least 95), IELTS Academic (score of at least 7), Cambridge Proficiency English CPE or Cambridge Advanced English CAE (score of at least 180/ Grade C or better)

For more information, see: <https://studienabteilung.uni-graz.at/en/international-students/language-certificates/>

4.) Entrance Examination

Some study programmes are restricted and require an additional entrance examination. More information can be found here:

Bachelor's- Diploma and German Master's programmes: <http://studienzugang.uni-graz.at/>

English Master's programmes: <https://www.nawigraz.at/en/teaching/english-master-programmes/admission-procedure/>

Teacher Training programmes: <https://aufnahmeverfahren-lehramt.uni-graz.at/>

5.) Status equivalence of international students The following persons have equal admission status as Austrian citizens:

- persons who have had their main living interests in Austria for at least five continuous years immediately before applying for admission, or who have at least one person legally responsible for the applicant's alimony, for whom this applies;
- persons with secondary school leaving certificates of Austrian International Schools;
- conventional refugees.

6.) Legalization of original documents

All documents must be submitted in their **original form (no copies)**. The mode of legalization depends on the issuing state and certifies the authenticity of the original document.

- **Original documents** with **full diplomatic authentication** have to pass the mode of legalization of the issuing country (last station: Ministry for Foreign Affairs) and finally be legalized by the Austrian mission in the respective country (e.g. Austrian Embassy, Consulate). Such as: China, Egypt, Iran, Kosovo, Mongolia, Nigeria, Pakistan, etc.
- **Original documents** issued, for example, in one of the following countries **do not need legalization:** Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Czech Republic, Finland, France, Germany, Hungary, Italy, Liechtenstein, Montenegro, the Netherlands, Norway, Poland, Romania, Sweden, Serbia, Slovakia and Slovenia.
- **Original documents** issued in a country having joined the Hague convention of October 5th 1961 (BGBl.Nr. 27/1968) only need **legalization by means of "Apostille"** by the respective domestic authorities. Such as: Albania, Argentina, Armenia, Australia, Cyprus, Great Britain and Northern Ireland, Ireland, India, Greece, Israel, Japan, Mexico, Russia, South Africa, Spain, Switzerland, Turkey, Ukraine, the United States, etc.

7.) Translations

Documents issued in foreign languages (except English) always **have to be translated into German or English by a sworn and officially accredited translator**. The translation should be linked with the original or with a notarized copy.

8.) Certificates of the Preparatory Courses

Students, who have already participated in exams of an Austrian Preparatory Programme (Vorstudienlehrgang) have to hand in the obtained certificates with the application.

Additional Information:

Academic Affairs Office – International Students:

<http://studienabteilung.uni-graz.at/de/internationale-studierende/>

<http://studienabteilung.uni-graz.at/de/internationale-studierende/zulassungsguide/>

Homepage University of Graz: www.uni-graz.at

Documents added to the application (please read the „Information for Application“)

I attached the following documents to my application:

- General university entrance qualification (secondary school leaving certificate) including senior school reports
- University degree documents = degree diploma and transcript of records/diploma supplement (with semester hours/ECTS)
- Qualification Statement to the intended study programme (not necessary for EU/EEA citizens)
- Language Certificate
- Evidence of Austrian Preparatory Certificate(s)
- Evidence of Austrian student ID number (Matrikelnummer) (e. g. copy of student ID card, Transcript of Records)
- Copy of passport/official photo ID
- _____
- _____

I hereby declare that all information provided in this form is correct to the best of my knowledge, and that I have read and understood the “Information for Application”. If the University of Graz needs to request personal data from other authorities in order to process my application, I give my consent that the relevant authorities may disclose personal data to University of Graz.

I hereby confirm that the application was made according to the University Gazette § 60 para 6 by myself or by an Austrian official representation. I take notice that an application not made accordingly causes the rejection of the application.

Date

Signature