



Graz, 29th September 2015

## **Information sheet for recognised refugees and asylum seekers – starting studying at the University of Graz as a degree programme student**

The University of Graz has worked to make application for admission as non-bureaucratic as possible for everyone who Austrian asylum law allows to reside in Austria and who would like to start studying or continue studying. When asylum seekers apply to the University of Graz, these applications are also processed after the end of the grace period for the coming summer semester 2016. When applying for programme admission, the following documents need to be submitted:

- completed application for admission to programmes for international students
- residence card according to asylum law
- personal documents: These include (a copy of) a passport/identity card, proof of the general university entrance qualification in the form of certificates from secondary school (high school diploma, secondary school leaving examination), transcript of records (of studies already commenced, if relevant) and, if available, language certificates for German. Non-English documents need to be translated by a local certified translator.

If an individual does not possess any valid personal documents due to external circumstances (e.g. difficult conditions of flight from their country of origin), the decision taken by the university management will depend on the type of problem

As courses at the University of Graz are taught in German, you are required to have C1 level German as defined in the Common European Framework of Reference for Languages.

### **If you have C1 level German:**

When you register you will receive a payment form for the sum of 18.70 Euros (contribution to the Austrian Student Union) and the application form for a UNIGRAZCard student card. The student card is also used as a library card. To use it as a library card, you need to activate it at the machine in the foyer of the main library (Universitätsplatz 3a).

As soon as access is activated, you will receive your login details for the information management system UNIGRAZonline (<https://online.uni-graz.at/>). This information will be sent to the email address that you provided when registering. When you register you will also be provided with a **student email address**, made up of your first name and last name: [firstname.lastname@edu.uni-graz.at](mailto:firstname.lastname@edu.uni-graz.at). Please check this email account regularly. After registration, the University of Graz only uses this email address to send you important information.

You can use UNIGRAZonline to upload a photo for your **student card and library card UNIGRAZCard** (passport photo format, high resolution). Please note: you must be clearly visible on the photo, otherwise we cannot issue you with a card. When you have uploaded the photo, you can collect your UNIGRAZCard from the Academic Affairs Office. Please bring the completed application form with you.

You can find further important information on the University of Graz' packet of measures for recognised refugees and asylum seekers at: <http://refugees.uni-graz.at>

### **Important contact details:**

Academic Affairs Office: <http://studienabteilung.uni-graz.at>  
4students – Studien Info Service: <http://studieren.uni-graz.at>  
Student Union, University of Graz: <http://oehunigraz.at>