

# Checklist

## Admission: MORE (Non-degree programme)

### 1. Initial Information at MORE desk

### 2. Request for Admission

is possible within the respective admission period. Therefore you have to come to the Office of Student and Academic Affairs (Studienabteilung) with the registration form, the form “reduction of the tuition fees for MORE students” and the document listed below:

- Verfahrenskarte (green card)\* OR
- Aufenthaltsberechtigungskarte\* (white card) OR
- Karte für subsidiär Schutzberechtigte\* (grey card) OR
- Karte für Geduldete\* (yellow card)

#### PLEASE NOTE

- If you were already assigned a **registration number** (Matrikelnummer) from any Austrian university or university college of teachers' education (Pädagogische Hochschule), you have to quote it. As verification we accept the “Studienblatt” issued by this university.
- Without a permission to participate in a course (see 3.), you have to pay the full tuition fee at the amount of € 383,56.

### 3. Transfer of tuition fees and/or Austrian Student Union fee (ÖH-Beitrag)

With our payment slip to the bank account of the university. Accurate indication of the payment reference is essential also when using online banking!

#### Submission of statistic information\*\*\*

Online: [www.statistik.at/uhstat/uhstat1](http://www.statistik.at/uhstat/uhstat1) using your Austrian social insurance number as login. In case you do not have such a number, we will assign a substitute code.

#### Payment data

Is handed out by the Studienabteilung.

Required amount:

- without permission to participate in a course: € 383,56
  - with permission to participate in a course: € 20,20
- The form therefore is available in Studienabteilung. A teaching person has to confirm, that you have a place in her/his course.  
The Austrian Student Union (hufak) pays the Student Union Fee (€ 20,20) - the sheet with payment data must be submitted to the Office of the Austrian Student Union (hufak) personally.

### 4. Admission

You can get your Student ID Card, „Studienblatt“ and Study Confirmations at “Studienabteilung” around five to seven days after you submitted the payment data to the ÖH-Office (hufak) inserting statistic information.

You should bring along:

- Photo ID\*
- one passport photo

Deadlines and important dates can be found here: [dieangewandte.at/calendar](http://dieangewandte.at/calendar)

\* all mentioned documents have to be presented in Original or as certified copy !