


**WU (Vienna University of Economics and Business)**

**Fact Sheet 2018-2019**



<b>Erasmus code</b>	<b>A WIEN05</b>
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**Academic calendar  
2018/19**



<b>Winter semester 2018/19</b>	
<b>Welcome Sessions for incoming students</b>	Welcome Session 1: September 6, 2018 Welcome Session 2: September 28, 2018  (mandatory, students can choose which session to attend)
<b>Introduction weeks (optional)</b>	<b>Orientation and Cultural Program:</b> September 6, 2018 – September 28, 2018  <b>Pre-semester German language courses:</b> September 10, 2018 – September 27, 2018
<b>Teaching period</b>	<b>October 1, 2018 – January 27, 2019</b> <i>Christmas break: December 24, 2018 – January 6, 2019</i> <i>(Please note: Several courses end before the Christmas break; students who cannot stay at WU in January should only choose those.)</i>

*Semester break: January 25, 2019 – February 24, 2019*

<b>Summer semester 2019</b>	
<b>Welcome Sessions for incoming students</b>	Welcome Session 1: February 1, 2019 Welcome Session 2: February 22, 2019  (mandatory, students can choose which session to attend)
<b>Introduction weeks (optional)</b>	<b>Orientation and Cultural Program:</b> February 1, 2019 – February 22, 2019  <b>Pre-semester German language courses:</b> February 4, 2019 – February 21, 2019
<b>Teaching period</b>	<b>February 25, 2019– July 1, 2019</b> <i>Easter break: April 15, 2019 – April 28, 2019</i> <i>Pentecost break: June 8, 2019 – June 11, 2019</i> <i>(Please note: A great amount of courses run until the end of the semester. Students need to make sure to register only for courses they will be able to attend in full).</i>

**Confirmation of Stay:**

Please note that a **confirmation of stay** will only be issued for the **period of actual studies at WU**. The information session that students participate in will be declared as their date of arrival. The last day that can be confirmed on the confirmation of stay is the last day that students **need to be present at WU** (e.g. last day of classes, last exam).

**Exam dates** depend on the courses chosen. There is **no specific examination period** for all courses.

**Online registration process & nomination deadlines & application deadlines**



WU only accepts exchange students nominated by its partner universities. The home university exchange coordinator is asked to **nominate the students online** and forward **Nomination Letters** to the nominated exchange students, including their WU student ID numbers and passwords.

**Online nomination system:**

[https://bach.wu.ac.at/bachapp/cgi-bin/nph-init/zas\\_incoming](https://bach.wu.ac.at/bachapp/cgi-bin/nph-init/zas_incoming)


**Nomination deadlines for partner universities:**




For the winter semester: May 1

For the summer semester: November 1

**Please note (early nominations!):** Students nominated by April 1 for the winter semester will receive the updated Exchange Student Guide and their Letters of Acceptance earlier, at the beginning of April.

**Application deadlines for students for:**

	<ul style="list-style-type: none"> <li>- Orientation and Cultural Program</li> <li>- Pre-Semester German language courses</li> <li>- Housing</li> <li>- Online pre-enrollment for students</li> </ul> <p>For the winter semester: May 15 For the summer semester: November 15</p> <p>The application form for the Orientation and Cultural Program and pre-semester German Language Course will be sent out after May 1/November 1.</p>
<p><b>Course information</b></p> 	<p><b>Courses in English:</b> Our English course options for exchange students include more than 200 high-quality courses offered every term in a broad variety of business fields. A wide range of courses are taught in a block format, which contributes to increased flexibility in scheduling courses by exchange students.</p> <p><b>Courses in German:</b> Apart from courses offered in English language, incoming exchange students can also attend a variety of courses taught in German.</p> <p>Courses &amp; FAQs for Bachelor and Master students <a href="https://www.wu.ac.at/en/programs/incoming-students/exchange-semester/academics/">https://www.wu.ac.at/en/programs/incoming-students/exchange-semester/academics/</a></p> <p><b>Class Format:</b> Courses with continuous assessment of student performance, meaning that classes include lectures, presentations, case studies, papers, presentations, group projects. Exams and tests are held during the regular sessions announced for the course, and, there is no special exam week after the semester ends.</p> <p><b>Attendance and Participation:</b> Class attendance is mandatory, and participation is an important part of all classes.</p> <p><b>Course Registration:</b> Courses at WU might overlap and the registration system allows students to register for conflicting courses. As courses are based on continuous assessment of student performance, attendance of all course sessions is mandatory. Thus, it is the students' responsibility to only register for courses they can attend in full. Course registration is based on the first-come, first-served principle, therefore we strongly recommend that students prepare 2 back-up courses in case registration for their preferred courses is not successful. Course numbers at WU have a purely administrative function and change every semester.</p> <p><b>Course Load:</b> There is no minimum requirement for incoming exchange students. The maximum course load is 36 ECTS credits plus one German Business Communication course.</p> <p><b>Grading:</b> The following grading scale applies at WU: 1 excellent (<i>Sehr gut</i>) 2 good (<i>Gut</i>) 3 satisfactory (<i>Befriedigend</i>) 4 sufficient (<i>Genügend</i>) 5 fail (<i>Nicht genügend</i>)</p> <p>WU does not use a standardized percentage-based grading scale. The percentage scores needed to earn the grades given above differ from course to course. In most cases the course-specific grading scales can be found in the online course description.</p> <p><b>Transcript of Records:</b> We will issue a grade report for each student at the end of the semester, which will be sent to the coordinator at the home university.</p>
<p><b>Language requirements</b></p>	<p>Depending on the language of instruction (English or German), exchange students are required to have an <b>advanced level of English or German (comparable to level B2 of the <a href="#">Common European Framework of Reference</a>)</b>, to be able to successfully complete courses at WU.</p>

	WU does not require official language certificates as we trust our partners to send students who fulfil the aforementioned criteria. However, if students do not meet the language requirements, we reserve us the right to withdraw them from courses.															
<b>German language courses</b>	<p><b>Before the semester:</b> WU offers an optional pre-semester German language course during the Orientation and Cultural Program three weeks prior to the start of the semester. To participate, students need to apply by May 15 for the winter semester and by November 15 for the summer semester. Places are limited. A reduced fee is available to Erasmus+ students.</p> <p><b>During the semester:</b> WU offers German Business Communication courses at 5 different levels. Places are limited.</p>															
<b>Further services for exchange students</b>	<p><b>Orientation and Cultural Program:</b> Starts 3 weeks prior to the start of the semester and includes a sight-seeing program, field trips, presentations on Austria, etc.</p> <p><b>Academic advisors:</b> For each of WU's partner universities, a specific WU faculty member serves as academic advisor. Academic advisors support students in selecting appropriate courses and give advice on relevant academic matters.</p> <p><b>Buddy Network:</b> The Austrian Students' Union (ÖH) at WU provides exchange students with a "buddy", a WU student who acts as their personal mentor. The Buddy Network also organizes a number of social activities for exchange students (skiing trips, trips to neighboring countries, theater visits, etc.).</p>															
<b>Accommodation</b> 	<p>Exchange students arriving in Vienna have <b>several options to choose from</b> when booking housing for their stay. These options include but are not limited to:</p> <ul style="list-style-type: none"> <li>• residence halls run by OeAD, the main housing provider for students in Austria,</li> <li>• or a private flat that can be found for example through the housing platform Housing Anywhere,</li> <li>• or through another third-party provider.</li> </ul> <p><b>Staying in an OeAD Student Residence Hall:</b> WU has made a pre-reservation in certain OeAD residence halls to make sure that housing is guaranteed for its incoming exchange students. Students who would like to make use of this offer, need to register through the <a href="https://www.wu.ac.at/en/programs/incoming-students/exchange-semester/accommodation/">OeAD website</a> until May 15 (winter semester) or November 15 (summer semester) at the latest.</p> <p><b>Private Accommodation:</b> If students prefer to arrange their own accommodations, we recommend using the Housing Anywhere site or any other databases listed on our website. If students need proof of accommodation for visa purposes, this proof has to be issued by the landlord.</p> <p><b>Further information:</b> <a href="https://www.wu.ac.at/en/programs/incoming-students/exchange-semester/accommodation/">https://www.wu.ac.at/en/programs/incoming-students/exchange-semester/accommodation/</a></p>															
<b>Living costs</b> 	<table border="1"> <tr> <td>Housing</td> <td>approx. € 400–600 / month</td> </tr> <tr> <td>Insurance</td> <td>approx. € 50 / month</td> </tr> <tr> <td>Food, personal expenses</td> <td>approx. € 220–300 / month</td> </tr> <tr> <td>Utilities (phone, mail, etc.)</td> <td>approx. € 15–30 / month</td> </tr> <tr> <td>Vienna public transport</td> <td>approx. € 150 / semester</td> </tr> <tr> <td>Books</td> <td>approx. € 75–150 / semester</td> </tr> <tr> <td>ÖH-Beitrag (Students' Union dues)</td> <td>approx. € 20 / semester</td> </tr> </table>	Housing	approx. € 400–600 / month	Insurance	approx. € 50 / month	Food, personal expenses	approx. € 220–300 / month	Utilities (phone, mail, etc.)	approx. € 15–30 / month	Vienna public transport	approx. € 150 / semester	Books	approx. € 75–150 / semester	ÖH-Beitrag (Students' Union dues)	approx. € 20 / semester	
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<b>Entry and residence regulations</b> 	<p>Nationals of non-EU/EEA countries (so-called "third country nationals") need an entry visa or residence permit for entry into and residence in Austria. The type of permit depends on the length and purpose of the stay.</p> <p>Before traveling to Austria, student should make sure they are familiar with the regulations concerning visas and residence permits.</p>															

	Further details: <a href="https://oead.at/en/to-austria/entry-residence-and-employment/">https://oead.at/en/to-austria/entry-residence-and-employment/</a>	
<p><b>About Vienna</b></p> 	<p>Vienna ranks among the most attractive cities around the world. Tradition and culture, research and education, economic growth, and a safe and livable environment make it a place with a very high standard of living that is recognized internationally.</p> <p><a href="https://www.wien.info/en">https://www.wien.info/en</a></p>	
<p><b>International Summer University<sup>WU</sup></b></p>	<p>This <b>short-term academic program</b> takes place at WU from <b>July 2 – 20, 2018</b>, and <b>July 23 - August 10, 2018</b>. Students can take 2–3 business courses on the graduate or undergraduate level. Networking opportunities and social programs with fellow students from over 25 countries add to the experience.</p> <p>WU partner universities can nominate their students to participate as exchange students.</p> <p>Further details: <a href="https://www.wu.ac.at/io/isuwu">https://www.wu.ac.at/io/isuwu</a></p>	