



**Universität für Bodenkultur Wien**  
University of Natural Resources  
and Life Sciences, Vienna

# WELCOME TO BOKU

## B. PLAN YOUR STAY

- Entry & Residence Permits
- Accommodation
- Insurance
- Working
- Buddy Network
- Language Courses
- Arrival Time
- Orientation in Vienna



**BOKU**

<http://www.boku.ac.at>

**Center for International Relations**

<http://www.boku.ac.at/zib.html>

**Course database**

<http://online.boku.ac.at>

*universität des lebens*

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Attention: The information in this guide was recently updated but no guarantee can be made of its accuracy!

# 1.Introduction

Dear Exchange Student,

Congratulations on having been selected as an exchange student at the University of Natural Resources and Life Sciences, Vienna. The Team at the Center for International Relations is looking forward to welcoming you to Vienna.

We are most certain, that you will have an interesting, exciting and joyful semester/year at our university and in our city. At BOKU, like at most of the other universities in Europe, people from different countries who speak different languages are studying, living and socialising together. This contact with other cultures has changed many lives and offers the basis for an interesting and informative time.

Living with people from all over the world is a great experience and offers many new and exciting opportunities. We are very honoured to be accompanying you during your time in Vienna and we will try our best to make your stay as comfortable as possible. Your exchange coordinator at the Center for International Relations, as well as your Buddy and your Austrian colleagues will be a great source of information. Just feel free to contact us!

The first step towards a successful stay as an exchange student is reading our information series "Welcome to BOKU"

**A. ERASMUS APPLICATION AT BOKU**

Application Procedure, The Academic Year, Structure of Programmes, Course Types, How to Look for Courses, ECTS, Thesis and Project Work, Language Proficiency, Contacts

**B. PLAN YOUR STAY AT BOKU**

Entry & Residence Permits, Accommodation, Insurance, Working, Buddy Network, Language Courses, Arrival Time, Orientation in Vienna

**C. FIRST STEPS IN VIENNA**

Arrival in Vienna, Orientation at BOKU, Life in Vienna (City Information, Public Transport, Practical Issues, Free Time, ...), Useful Links, Checklist for Exchange Students

"PLAN YOUR STAY AT BOKU" deals with everything that has to be organised AFTER being accepted and BEFORE coming to Vienna. You will find information about the most important issues for preparing a longer stay in a new country: How do I get there? Where can I live? What legal aspects do I have to consider?

Next to administrative issues, cultural differences can also cause problems. It can be difficult to adjust to a different culture and learn a new language. To benefit from your stay both socially and academically, we would like to draw your attention to the fact that people are generally culturally different and therefore react in different ways in certain situations. If you are able to recognise and accept these differences you will easily benefit from your stay in Vienna.

All in all, we would like to wish you all the best for your EXCHANGE at BOKU!

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University of Natural Resources and Life Sciences, Vienna  
Peter-Jordan-Strasse 82a  
A-1190 Wien  
Tel.: +43 1 47654 2602, Fax: +43 1 47654 2606  
<http://www.boku.ac.at/zib.html>

ERASMUS Incoming Coordinator  
Ulrike Piringner: [erasmustoboku@boku.ac.at](mailto:erasmustoboku@boku.ac.at)

## 2 Entry and Residence Permits in Austria

Please find more detailed information and application forms at:

[http://www.oead.at/welcome\\_to\\_austria/legal\\_practical\\_issues/entry\\_to\\_austria/EN/](http://www.oead.at/welcome_to_austria/legal_practical_issues/entry_to_austria/EN/)

a) If you are from an EU/EEA member state or Switzerland (with valid health insurance) you do not have to apply for a visa. A valid travel document (passport or identity card) for your entry into and your stay in Austria is sufficient.

b) If you are from a non-EU or EEA country and are planning to stay for less than 6 months you need a residence a travel visa C (Reisevisum C) for entry to and residence in Austria for a stay of a maximum of 90 days (except students who are allowed to enter Austria without a visa)

a residence visa D (Aufenthaltsvisum D) for entry to and residence in Austria for a stay of at least 91 days and a maximum of 6 months (except students with Japanese nationality). These visas have to be applied for at the Austrian Embassy/Consulate in your home country before you leave.

c) If you are from a non-EU or EEA country and are planning to stay for more than 6 months you need a residence permit "student" (Aufenthaltsbewilligung Studierender), which you have to obtain from the Austrian embassy/consulate in your home country before you leave.

Exception:

If you are allowed to enter Austria [without a visa](#) you will not need a visa for staying in Austria for up to 90 days (Japanese nationals 180 days). During your visa-free stay you can apply for a residence permit. The application for the residence permit, however, does not permit you to stay longer than your visa-free stay.

Please contact us as soon as possible so that the Dean's office can send you the letter of admission to BOKU Vienna.

Along with the fully completed form "Antrag auf Erteilung eines Aufenthaltstitels" you are usually required to hand in the following documents to get a visa (Please note that this might differ from country to country):

Recent colour photograph with size between 3.5 x 4.5 cm and 4.0 x 5.0 cm

Valid passport

Birth certificate

Notification of admission (Zulassungsbescheid, Aufnahmebestätigung) of BOKU

Proof of financial means to finance one's stay (a statement indicating that you will be able to support yourself financially during your stay in Austria or a confirmation of the receipt of your grant) students up to 24 years of age have to prove that they have at least 438.17 euros per month, students of 24 years of age or older have to prove that they have at least 793.40 euros per month [as of 2011].

Proof of accommodation in Austria (e.g. tenancy contract, OeAD housing confirmation)

Proof of health insurance ("travel health insurance")

Police record/certificate of good conduct (where available)

All documents have to be submitted in the original and in photocopy (certified, German translation).

If all documents are complete and in order, the Austrian embassy/consulate will issue the permit of residence (fee to pay).

Please note that the residence permit is not a work permit for Austria.



## 3. Accommodation

### 3.1 Student Residences

To book a room in a student residence- please contact the OeAD (Österreichischer Austausch Dienst – Austrian Exchange Service): [http://www.housing.oead.at/index\\_e.asp](http://www.housing.oead.at/index_e.asp)

Please note that the contract with the OeAD runs for at least one semester. Therefore, during this period you are able to switch places within the OeAD-homes (if there are free places) but you will not be able to move into private accommodation.

Please take into consideration that a student residence hall is an easy way of finding a place to stay in a new city and provides the opportunity to meet people. When you move in you will have to pay a deposit for the room in addition to the deposit for the OeAD. You will get it back at the end of your stay providing the room is in the same condition as when you arrived.

[OeAD-Wohnraumverwaltungs GmbH](http://www.housing.oead.at)

Ebendorferstraße 7, A-1010 Wien

Tel.: +43 1 53408 800, Fax: +43 1 / 53408 899

[www.housing.oead.at](http://www.housing.oead.at)

E-Mail: [housing@oead.at](mailto:housing@oead.at)

Please consider: Rooms in the student residences are assigned on a first come, first serve basis. For applications handed in after

August 15<sup>th</sup> for the winter semester and

January 15<sup>th</sup> for the summer semester

it can not be guaranteed that there are still free rooms available.

#### PROCEDURE:

Register online at the OeAD webpage. As soon as you get the confirmation e-mail from OeAD pay your deposit of € 750 with bank transfer. Only then OeAD can make a room reservation for you.

You can choose between single and double rooms (see form). Just state your preference on the form. Prices range from between approximately € 200 and €325 for a double room, and between € 270 and € 550 for a single room. Rooms can only be reserved for whole months (e.g. if you move in on 24<sup>th</sup> of October you have to pay for the complete month of October). Only in February and September are bookings for half a month possible.

To cover its costs, the OeAD housing service charges € 18 per month.

#### ATTENTION:

If you wish to withdraw your reservation please inform the OeAD as soon as possible!

If you decide not to come to BOKU Vienna, please notify the Center for International Relations.

#### Here is a list of student residences in good distance to BOKU (districts 17, 18, 19, 20, 7, 8, 9, 1):

OeAD: Haus Döbling – 19, Gymnasiumstraße 85

OeAD: Heim Michaelerstrasse – 18, Michaelerstrasse 11 (female students only)

OeAD: Albert Schweitzer Heim – 9, Garnisongasse 14-16

OeAD: Pfeilheim 1A – 8, Pfeilgasse 1A (female students only)

OeAD: Pfeilheim 3A – 8, Pfeilgasse 3a

OeAD: Pfeilheim 4-6 – 8, Pfeilgasse 4-6

OeAD: Panorama – 20, Brigittenauer Lände 224

OeAD: Adolf Schärf Studentenheime – 20, Lorenz Müller Gasse 1A

OeAD: Adolf Schärf Studentenheime – 20, Forsthausgasse 2-8

OeAD: OeAD-Gästehaus Sechshauser Straße – 15, Sechshauser Straße 31

A room in a student residence can also be arranged by contacting directly one of the residence organisations listed below. However, organizing it through OeAD is probably easier and more flexible.

AH – Akademikerhilfe: <http://www.akademikerhilfe.at>  
AH: Starkfriedheim – 18, Starkfriedgasse 15  
AH: Lerchenfelderheim – 7, Lerchenfelderstrasse 1-3

SFS – Studentenförderungsstiftung: <http://www.home4students.at>  
SFS: 55er Heim – 19, Döblinger Hauptstrasse 55  
SFS: Studentenheim Boltzmannngasse – 9, Boltzmannngasse 10  
SFS: Neudeggerheim – 8, Neudeggergasse 21  
SFS: Führichgasse – 1, Führichgasse 10

WIHAST: <http://www.wihast.at>  
WIHAST: Vindobona – 8, Skodagasse 20/ Laudongasse 36

BOKU: <http://www.boku.ac.at/homepage/studheim/>  
BOKU-Heim – 18, Pötzleinsdorferstrasse 40 (very limited places)

### **3.2.Flat Share**

If you choose to rent or share a flat with other students you normally do not need to pay commission fees. On the other hand, there is the insecurity of not finding the right place or finding a place at all. However, the Center for International Relations sometimes receives offers from students who go abroad with ERASMUS for a semester or a year and these offers can be forwarded to you as well.

In addition, the flat exchange at the student union (ÖH) is a good source for finding a room in Vienna. You can start searching before your arrival and get in touch with the landlady/landlord or your future flatmates. In general, the rooms are from € 250 to € 400 per month.

ÖH Flat Exchange (only in German) <a href="http://www.jobwohnen.at">http://www.jobwohnen.at</a>
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OeAD also offers apartments for students: <http://www.housing.OeAD.ac.at/> ; scroll down at the homepage until the section with the pictures start. The application procedure is the same as for a room in a student residence.

Apartments in good distance to BOKU:  
1170 Wien, Comeniusgasse 9  
1080 Wien, Tigergasse 23-27  
1090 Wien, Tendlergasse 12  
1020 Wien, Obere Donaustrasse 21/3

A further possibility is to search at <http://www.studieren.at>. (only in German)

If you need a room, a flat or a place in a flat share at short notice, you can contact the "Mitwohnzentrale Odyssee" – they specialise in this kind of case and mediate between private people. The charge for this service depends on the duration of your stay. For occupancy of up to one month the commission is 25 percent and for up to twelve months it is one and a half times the monthly rent.

Mietwohnzentrale Odyssee  
Laudongasse 18, A-1080 Wien  
Tel.: +43 1 402 60 61  
Öffnungszeiten: Mo - Fr 10 – 14 und 15 – 18 Uhr  
<http://www.odyssee-mwz.at/index.php>

Youth Hostels offer the best temporary accommodation. Reservation is recommended.

Jugendgästehaus Brigittenau Adalbert-Stifter-Strasse 73, A-1200 Wien Tel.: +43 1 332 82 94 Fax: +43 1 330 83 79 E-Mail: <a href="mailto:jgh.1200wien@chello.at">jgh.1200wien@chello.at</a> <a href="http://www.oehv.or.at">http://www.oehv.or.at</a>	Wombat's City Hostel Rechte Wienzeile 35, A-1040 Wien Tel.: +43 1 897 23 36 Fax: +43 1 897 25 77 E-Mail: <a href="mailto:office@wombats-vienna.at">office@wombats-vienna.at</a> <a href="http://www.wombats.at">http://www.wombats.at</a>
Jugendherberge Myrthengasse Myrthengasse 7, A-1070 Wien Tel.: +43 1 523 63 16 Fax: +43 523 58 49 E-Mail: <a href="mailto:hostel@chello.at">hostel@chello.at</a> <a href="http://www.oehv.or.at">http://www.oehv.or.at</a>	Hostel Ruthensteiner Robert-Hamerling-G. 24, A-1150 Wien Tel.: 43 1 893 42 02 Fax: +43 1 893 27 96 E-Mail: <a href="mailto:info@hostelruthensteiner.com">info@hostelruthensteiner.com</a> <a href="http://hostelruthensteiner.com">http://hostelruthensteiner.com</a>
Jugendgästehaus Hütteldorf Schlossberggasse 8, A-1130 Wien Tel.: +43 1 877 15 01 Fax: +43 1 877 02 632 E-Mail: <a href="mailto:jgh@hostel.at">jgh@hostel.at</a> <a href="http://www.oehv.or.at">http://www.oehv.or.at</a>	MojoVie Hostel Kaiserstraße 77, A-1070 Wien Tel.: +43 676 55 111 55  E-Mail: <a href="mailto:accommodation@mymojovie.at">accommodation@mymojovie.at</a> <a href="http://mymojovie.at/">http://mymojovie.at/</a>
Hotel Praterstern Mayergasse 6, A-1020 Wien Tel.: 43 1 214 01 23 Fax: +43 1 214 78 80 E-Mail: <a href="mailto:hotelpraterstern@aon.at">hotelpraterstern@aon.at</a> <a href="http://www.hotelpraterstern.at">http://www.hotelpraterstern.at</a>	Schlossherberge am Wilhelminenberg Savoyenstraße 2, A-1160 Wien Tel. +43-1-4810300 Fax. +43-1-481 0 300 -13 E-Mail: <a href="mailto:shb@hostel.at">shb@hostel.at</a> <a href="http://www.oehv.or.at">http://www.oehv.or.at</a>

## 4. Insurance

By paying the students union fee (ÖH-Beitrag - € 17,50 at registration) you automatically possess insurance against accidents and civil liability.

### Health insurance

For students with bilateral health insurance agreements

Students and visiting researchers from EU/EEA countries who are in possession of a valid national health insurance in their home country need the European Health Insurance Card.

In case you have a valid national health insurance in a country that has concluded a health insurance agreement with Austria (at the moment these are the following countries: Bosnia, Croatia, Herzegovina, Macedonia, Montenegro, Serbia and Turkey), you have to bring along the A3 form, which is available from your national health insurance carrier. This form, too, has to be exchanged for forms that entitle you to medical treatment in Austria (Krankenscheine, "Krankenkassenschecks") at the relevant Austrian health insurance carrier (Gebietskrankenkasse).



For students from countries with no national insurance agreement with Austria:  
Degree programme students (ordentliche Studierende) at all universities who do not fall into the above-mentioned categories may take out a health insurance policy with the Wiener Gebietskrankenkasse themselves. The costs for this insurance are EUR 49,85 per month.  
Students can insure themselves anytime for as long as necessary.

The following documents are required:

“Confirmation“

“Study book sheet “

“Registration forms “

Wiener Gebietskrankenkasse (WGKK)  
Wienerbergstraße 15 – 19, A-1100 Wien  
Tel.: +43 1 601 220 – 0  
<http://www.wgkk.at>

## 5.Working

It's rather difficult for students from non-EU/EEA countries to receive a work permit. The information you can find here should just be seen as basic. Further details concerning this complicated matter can be found on the homepage of the OeAD:

[http://www.oead.at/welcome\\_to\\_austria/legal\\_practical\\_issues/working/EN/](http://www.oead.at/welcome_to_austria/legal_practical_issues/working/EN/)

Whether or not you are allowed to work in Austria depends on your nationality, the kind of work and - for nationals of third countries – also on the type of the residence title.

- Nationals of Belgium, Czech Republik, Denmark, Estonia, Germany, Hungary, Finland, France, Greece, Great Britain, Ireland, Iceland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Portugal, Poland, Slovakia, Slovenia, Sweden, Spain, Cyprus or Switzerland are allowed to work in Austria without any further permit (e.g. work permit) being required.
- Nationals of Bulgaria and Romania however, still need a work permit for gainful employment due to transitional arrangements. If you carry out a job that is not subject to the regulations of the Austrian Act Governing Employment of Foreign Nationals, you need no work permit. Activities which are not subject to the regulations of the Austrian Act Governing Employment of Foreign Nationals are: activities in the framework of exchange or research programmes of the European Union or activities in academic teaching and research.
- Students from all other countries (“third countries”) who are in possession of a residence permit for study purposes (Aufenthaltsbewilligung "Studierender") are allowed to work to a limited extent and in accordance with the regulations of the Austrian Act Governing Employment of Foreign Nationals (Ausländerbeschäftigungsgesetz - AuslBG), which as a rule require a work permit. Please read the following regulations carefully. If you violate them you risk a hefty fine or even losing your residence permit! If you are in any doubt please make sure to enquire at the employment office (Arbeitsmarktservice/AMS) or at an advice organisation (see links on the right hand side) before taking up a job.

**Ad work permit:** Please note that work permits are only granted in a limited number in consideration of the Austrian labour market and if the job cannot be filled by a jobless Austrian or integrated foreign worker.



**For part-time jobs and especially for people who stay in Austria for less than five years (e.g. students) this is almost impossible to achieve.**

There are two different types of employment.

Please pay close attention to the regulations at the Oead website since violation of these regulations may lead to severe fines and to imposition of a ban on residence!

## **1. Employment with employment-contract (unselbständige Erwerbstätigkeit)**

- The prerequisite for employment is a working permit, the employer has to apply for it at the employment office (Arbeitsmarktservice/AMS) before the employee takes up work. Students at Austrian universities, universities of applied sciences and accredited private universities get working permits under easier conditions.
- Students get a work permit for employment for
  - 10 hours per week and
  - 20 hours per week after they have absolved the 1st stage of a diploma programme or a bachelor degree programme.
- Special cases, e.g. unpaid trainees (Volontäre) or vocational internships (Berufspraktika). Unpaid trainees are persons who are employed for up to three months per calendar year exclusively for the purpose of acquiring practical knowledge and skills without commitment to work and without any right to remuneration. A vocational internship is an employment (practical training) which is required by the study plan of an Austrian educational institution with public status. In both cases no work permit is required but the employer has to notify the employment office (Arbeitsmarktservice) and the tax authorities at least 2 weeks before the beginning of the employment.

## **2. Self-Employment with a Contract for Work and Labour**

This type of work requires no work permit. The legal regulations concerning social insurance, taxation and trade law, however, have to be observed.

Please note the difference between an employment contract (Dienstvertrag) and a contract for work and labour (Werkvertrag). It is not the name of the contract that is relevant but the type of work that is actually carried out!

- An employment contract obliges you to personal, repeated and regular presence and work in a fixed place of work (e.g. Monday to Thursday, 9:00 to 12:00 on the premises of the XY company in Vienna) and you have to follow the personal instructions of your employer. You are integrated in the organisation of your employer. You are paid according to the hours you work. Your employer is obliged to report your employment to National Insurance for the time of your employment and to deduct the appropriate taxes from your salary.
- In the case of a contract for work and labour you only owe your employer the supply of a specified service/result (e.g. addressing of 1000 envelopes); in carrying out this job you are not bound to fixed working hours and/or a fixed place of work. You can even have it carried out by somebody else. You are paid for the pieces of work/for the result you accomplish. With a contract for work and labour you will – since you are self-employed – not be insured with National Insurance by your employer nor will he/she deduct taxes. Both these things you have to take care of yourself.

Please note: Since it is often difficult to determine whether a work contract is an employment contract (Dienstvertrag) or a contract for work and labour (Werkvertrag), this, however, being crucial to whether you need a work permit or not, please make sure to enquire at the Chamber of Labour, the employment office or other advice institutions before taking up a job!

## 6.The Buddy Network at BOKU

The ZIB promotes the exchange of Austrian and international students through a buddy network. Therefore, you are appointed an Austrian student as a tutor to facilitate the first couple of steps in Vienna (if you have marked that in the application form).

Your buddy will be very helpful to you especially at the beginning, when you move into your new room and have to deal with Austrian and BOKU administration. They can introduce you to Viennese university life, help you to get accustomed to BOKU and show you a side of Vienna and Austria you would probably not discover otherwise.

If you wish to have a buddy, please contact: [buddy@boku.ac.at](mailto:buddy@boku.ac.at)

## 7.Language Courses

### ***7.1 German Intensive Language Course (17th to 28th September 2012 before semester start)***

To get accustomed to the language, ZIB offers a German Intensive Language Course for exchange students. The course runs for two weeks before the semester starts, both in the winter semester and in the summer semester (<http://www.boku.ac.at/4013.html>) and costs € 250 for 25 hours per week.

#### **DESCRIPTION OF THE COURSES**

There are two levels: beginners and lower intermediate to advanced level

Beginners

The "Intensive German Course - Beginners" also called "Introduction into the German Language with cross-cultural competence" is for students without German knowledge; it has a focus on cultural aspects of studying and living in Austria.

Lower intermediate to advanced level

The "Intensive German Refresher Course - moderate advanced level"

is for students who already have previous knowledge of the language, on an intermediate to an advanced level. It is especially for people who have learned the language but do not practice it on a regular basis.

#### **HOW TO ENROLL AND ADMINISTRATIVE ISSUES**

1. Registration is compulsory – please send an e-mail with the course level, your name, your address, home country and the scholarship-programme with which you are coming to BOKU to Mrs. Christina Röhl at the ZIB: [sprachkurse\(at\)boku.ac.at](mailto:sprachkurse(at)boku.ac.at)
2. There are only a limited number of places in both courses, please register early enough!
3. The course costs 250, - Euro and payment must be done via money transfer. All the charges for the money transfer have to be paid by the students.
4. Payment process:
  - o After registering you will get an invoice (in August) with all needed information to make the transfer. Please quote the invoice number you get when making the money transfer.
  - o The money has to be transferred right after you get an invoice. Your application is only valid after payment receipt.
5. Classes begin the 17th of September. We will meet at ZIB (1190 Wien, Peter-Jordan Strasse 82a). The timetable for the whole course will be agreed upon in the first session.
6. You can cancel your registration exempt from charges until August 1st, 2012. After that date you will have to pay an administrative deposit of € 70, - in case of cancelling.

German Intensive Language Course  
 Center for International Relations  
 Christina Röll  
 Peter-Jordan-Straße 82a, A-1190 Wien  
 Tel.: +43 1 47654 2613, Fax: +43 1 47654 2606  
 Email: [sprachkurse@boku.ac.at](mailto:sprachkurse@boku.ac.at)  
<http://www.boku.ac.at/sprachkurse0.html>

## **7.2. German Language Courses (during the semester)**

Courses in “Deutsch als Fremdsprache“ (German as a Foreign Language) are available at the Center for International Relations during the semesters. Besides the improvement of your language skills, the courses also try to widen your social and intercultural skills. Before the beginning of the semester a German Intensive Language Course is offered for exchange students.

We strongly recommend the attendance of German courses. The following courses are offered:

Course	Semester	Weekly hours/ ECTS credits
German – Beginners I	WS	2
German – Beginners II	SS	2
German Fachsprache A (free of charge for ERASMUS students)	WS	2
German Conversation II – Intermediate	WS	2
German Fachsprache B (free of charge for ERASMUS students)	SS	2
German Conversation III – Intermediate	SS	2

Please find information about the registration at <http://www.boku.ac.at/sprachkurse0.html>

If you plan to attend a language course, please write an e-mail with the course number and title to [Erasmus@boku.ac.at](mailto:Erasmus@boku.ac.at) by September 5<sup>th</sup>.

### **Courses winter term 2012/2013**

Due to dramatic financial cuts, BOKU is only able to offer 22 language courses. To provide a fair selection, BOKU approves the language courses for which the interest and demand is highest. Furthermore the university tries to provide a broad selection of language courses on different levels. The following courses are planned for the next term\*:

- Croatian I (A1)
- German for Science and Technology (B2+)
- Czech I (A1)
- Hungarian (A1)
- English for Science and Technology (C1)
- Italian I (A1) + III (A2)
- English II (B1), III (B2), IV (B2+)
- Italian for Science and Technology (B2+)
- French for Science and Technology (B2+)
- Polish I (A1)
- French I (A1) + III (A2)
- Russian I (A1) + III (A1+)
- German for Beginners I (A1)
- Spanish I (A1) + III (A2)
- German Conversation (A2)

English, French and Italian for Science and Technology are free of charge for students of BOKU. German for Science and Technology is free of charge for ERASMUS-students.

In winter term, application opens on September 17<sup>th</sup>, 2012. The courses will then start from October 8<sup>th</sup>, 2012.

All courses will cost €80 per semester for BOKU students and €200 per semester for non-BOKU students. The attendance in at the first lesson is compulsory. Language courses can be taken into account as free electives for your studies.

\*subject to change. If we receive less than 12 applications, the course has to be cancelled.

### **7.3. Other German Courses in Vienna**

If you want to improve your German knowledge beyond the courses offered at BOKU, you have a big choice of courses held in Vienna.

A list of Austrian language schools can be found at the homepage of Campus Austria, an association of Austrian language schools:

<http://www.campus-austria.at/index.php?mode=sectionInstitutes>

Here is a list of institutions that offer German courses:

<p>Wiener Internationale Hochschulkurse der Universität Wien          Universitätscampus – Altes AKH          Alser Straße 4, Hof 1.16, 1090 Wien          Tel.: +43 1 4277 24101          Email: <a href="mailto:deutschkurse@univie.ac.at">deutschkurse@univie.ac.at</a>  <a href="http://deutschkurse.univie.ac.at/content/site/dk/en/home/index.html">http://deutschkurse.univie.ac.at/content/site/dk/en/home/index.html</a></p>	<p>Deutschakademie Wien          Opernring 1, Stiege E,          1010 Wien (1. Bezirk).          Sekretariat im 3. Stock          Tel : +43-1-585 73 13          Fax: +43-1-585 57 13          Email: <a href="mailto:info@deutschakademie.com">info@deutschakademie.com</a>  <a href="http://www.deutschakademie.com/learn-german-courses/index.htm">http://www.deutschakademie.com/learn-german-courses/index.htm</a></p>
<p>Internationales Kulturinstitut IKI          Opernring 7, A-1010 Wien          Tel.: +43 1 586 73 21, Fax: +43 1 586 29 93          Email: <a href="mailto:office@ikivienna.at">office@ikivienna.at</a>  <a href="http://www.ikivienna.at">http://www.ikivienna.at</a></p>	<p>ActiLingua Academy          Wattmannng. 15, A-1130 Wien          Tel.: +43 1 877/6701, Fax: DW 6703          E-Mail: <a href="mailto:german@actilingua.com">german@actilingua.com</a>  <a href="http://www.actilingua.com">http://www.actilingua.com</a></p>
<p>Cultura Wien          Bauernmarkt 18, A-1010 Wien          Tel.: +43 1 533 24 93, Fax: +43 1 533 59 12          Email: <a href="mailto:office@culturawien.at">office@culturawien.at</a>  <a href="http://www.culturawien.at/eng">http://www.culturawien.at/eng</a></p>	<p>Inlingua Wien          Neuer Markt 1, A-1010 Wien          Tel.: +43 1 512 22 25, Fax: +43 1 513 94 56          Email: <a href="mailto:wien@inlingua.at">wien@inlingua.at</a>  <a href="http://www.inlingua.at/lang_en.html">http://www.inlingua.at/lang_en.html</a></p>

### **7.4. Tandem at BOKU**

What is it about?

Tandem learning is reciprocal language learning in which you are paired with a native speaker of the target language to learn together. That means, that students with different native languages teach each other. There is no financial cost involved and you can benefit whatever is your level of language. You meet to study together, practise speaking, find out more about the culture, discuss language problems and support each other's learning. Tools like cell phones, emailing, skype or MSN can support tandem learning additionally.

How does it work?

There aren't any certain rules or schedules you have to follow. But on the following URL you can find some useful hits:

<http://www.boku.ac.at/tandem-tips.html?&L=1>

Purpose?

You can practise with a native speaker of the target language and help one another to improve your language skills in a low anxiety environment. Furthermore, you can experience using the target language in authentic communicative interactions and you have the possibility to learn more about another's character and culture. Finally you can exchange additional knowledge, for example about your recent or future professional life.

How to apply?

We are working on a new system for application, therefore we will provide information about the application procedure and the tandem learning starting in Mid-September on following homepage: <http://www.boku.ac.at/tandem.html?&L=1>

Center for International Relations  
Andrea Werner  
Peter-Jordan-Straße 82a, A-1190 Wien  
Email: [tandem@boku.ac.at](mailto:tandem@boku.ac.at)  
<http://www.boku.ac.at/tandem.html?&L=1>

## 8. Arrival Time in Vienna

Exchange students participating in the Intensive German Language Course should arrive in Vienna at least one day before the course starts.

For all other students, the best time to arrive is a few days before the semester begins (winter semester starts at 1<sup>st</sup> of October, summer semester the 27<sup>th</sup> of February).

We cordially invite you to our Welcome Days for International Students from Wednesday, 26<sup>th</sup> of September, 2012 – Friday, 28<sup>th</sup> of September, 2012 (Programme will be sent out by mail). BEFORE that you should register in our Dean's office.

Please be aware that you have to register for your courses. To be able to do that you need your BOKU account. This account will only be activated, after you have registered in the Dean's office and after having paid there the student union fee of € 17,50 with a bank card (maestro – no cash). If you do not have a bank card with maestro, please ask your buddy to go to the Dean's Office with you and to use his/her card.

Please try to register for the courses as soon as possible after your arrival– some courses (excursions, seminars, practical courses,..) might be booked out soon. If you arrive rather late, please write an e-mail to the contact person that is given in the course description in BOKUonline and ask him/her if it is possible to register provisionally.

In any case, you should adjust your arrival time with the office hours of the students' residence or with the presence of your landlord/landlady. In most cases it is not possible to move in in the evening or during the weekend. So please try to arrive in Vienna during daytime hours on a weekday. However, if it is only possible for you to arrive during the night or at the weekend and if you are not able to move into your room, please try to find a room for the first night at one of the temporary accommodations mentioned above.

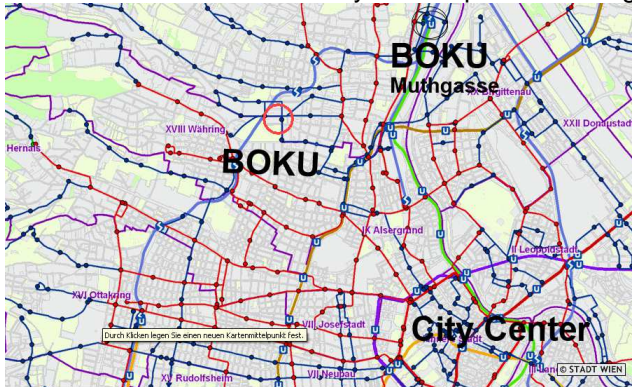
As an ERASMUS student you will have been appointed a buddy, who might, if you wish, be able to pick you up at the airport or the train station. Please contact your buddy in advance to arrange a meeting with them.

When choosing your means of transport, you should consider that a car is only useful for the outer districts of Vienna (for the inner districts you need to pay for parking). For the inner districts and the city Center, public transport, a bicycle or your feet are the best way of getting around.

## 9.Orientation

BOKU is located in the Northwest of Vienna and has three different “campuses”: Boku Türkenschanze, Boku Muthgasse and Boku Tulln.

Please find a city map at google and at: <http://www.anachb.at/>



### 9.1 Arrival at the airport or station

#### Arrival at Wien-Schwechat Airport

When you arrive at the airport Wien-Schwechat you will be in the Bundesland (Federal State) of Lower Austria, about 15 kilometres south of Vienna.

There are regular bus transfers from the airport to the „Südbahnhof“, the „Westbahnhof“ and to the underground station “Landstraße“. A ticket costs € 7.00 and it lasts about 20-45 minutes. The first bus leaves at 5:55 in the morning and the last short past midnight, with a frequency of 30 minutes each. Further information can be found at:

<http://www.viennaairport.com>

The suburban railway (S-Bahn) runs from the airport to the underground station “Landstrasse – Wien Mitte” and then on to “Floridsdorf (U6) and costs € 3.60 (€ 1.80 with Vorteils card). It’s a bit cheaper if you buy a ticket for public transport in Vienna and then buy a ticket for the train up to the city boundary (Stadtgrenze). The first train leaves at 4:31 in the morning, the last one at 11:46 in the evening. Timetables can be found at. <http://www.oebb.at>

You also have the possibility of using the recently introduced City Airport Train (CAT) to get from the airport to „Landstrasse – Wien Mitte“. A ticket costs € 9.00 and the journey takes 16 minutes. The first train leaves at 5:38 in the morning every day, and then every half an hour until 11:08 in the evening. <http://www.cityairporttrain.com/default.aspx?lang=en-US>

A taxi to the center is around € 27 to € 30.

#### Arrival at Westbahnhof

If you are travelling by train from western or northern Europe you will arrive at “Westbahnhof“. From there, you can take the underground U3 (orange) and U6 (brown) as well as trams 5, 6, 9, 18, 52 and 58.

## Arrival at Südbahnhof Wien Meidling

Trains from southern and eastern Europe arrive at „Südbahnhof“. But as the train station is under construction now, many trains are getting redirected to “Meidling” (U6 – brown). In 2012 parts of the than called “Hauptbahnhof” (main train station) will open again. It is not far from “Südtirolerplatz” (U1). Tram D takes you directly to the Center (Karlsplatz with connections to U1, U2 and U4). Furthermore, you can take tram O and 18 (to the “Westbahnhof”) or the buses 13A and 69A. There is also a suburban train stop at the “Südbahnhof”.

## 9.2 Getting to the University / Center for International Relations

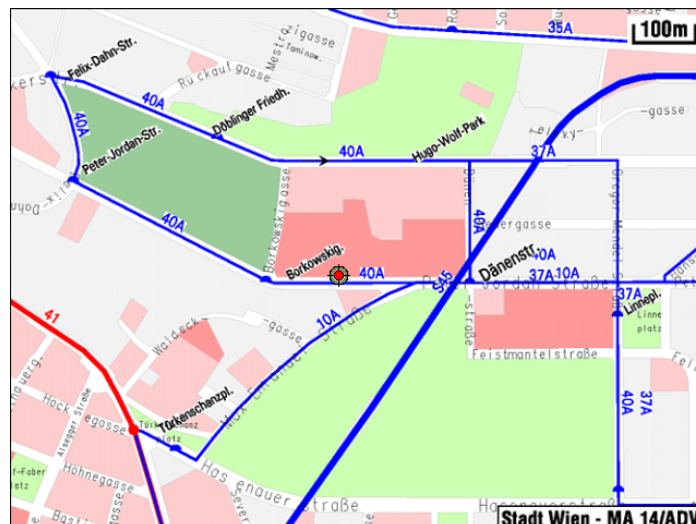
From “Westbahnhof” you can reach us by taking the U6 to “Währinger Straße - Volksooper” (direction Floridsdorf) and then transferring to Bus 40A towards “Döblinger Friedhof“. Your stop is “Dänenstraße“. Then it’s only a couple of metres to our office. Turn right just before hot-dog stand (Würstelstand) and take the path up to our office, which is in a small house ~“villa”.

From the “Wien Meidling“, you can take U6 to “Währinger Straße - Volksooper” (direction Floridsdorf), and then follow the instructions above.

From “Landstraße – Wien Mitte” you can take the U3 (direction “Ottakring”) to “Westbahnhof“ and then follow the instructions above.

In addition to the 40A bus, you can reach the ZIB with the 10A and the 37A, in both cases you need to get off at “Dänenstraße”.

Center for International Relations  
University for Natural Resources and Life Sciences Vienna  
Peter-Jordan-Straße 82a, A-1190 Wien  
<http://www.boku.ac.at/zib.html>  
Tel.: +43 1 47654 2600

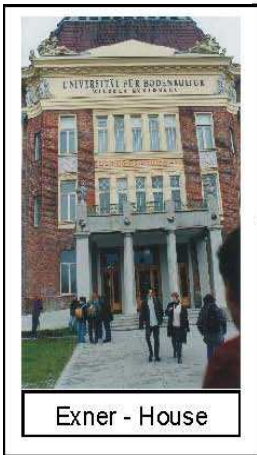




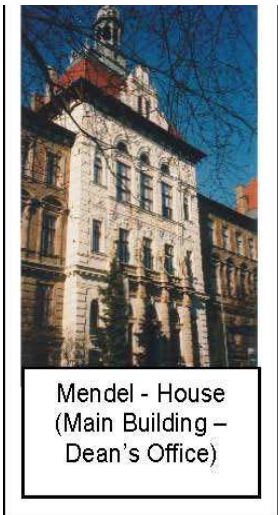
### 9.3 Getting around at BOKU

Most institutes and service departments are located at three different “campuses”. Please have a look at our online tour to get a first impression: <http://www.boku4you.at/international-students/where-find-buildings-and-online-tour>

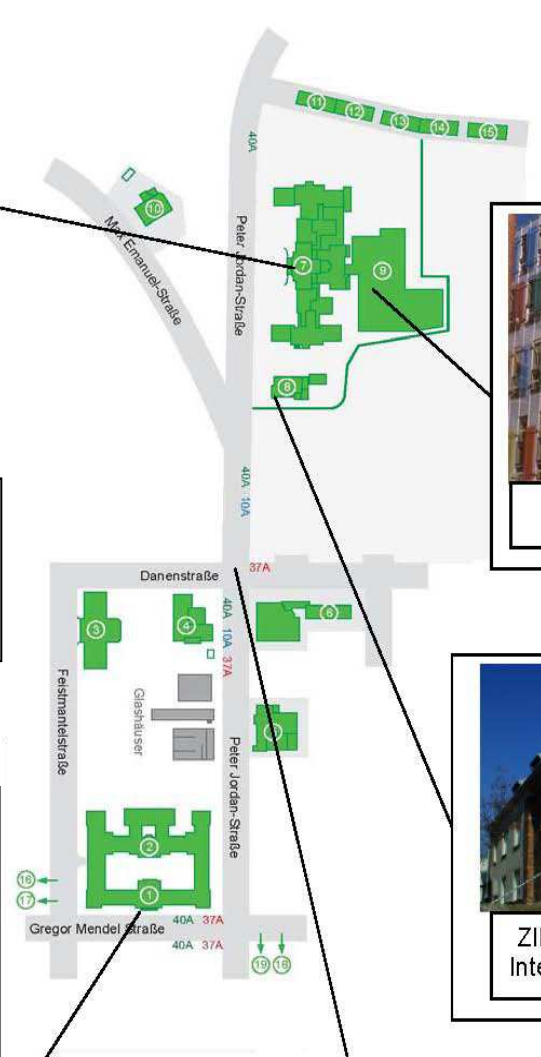
Peter Jordanstr. 82  
1190 Wien



ÖH-Building  
Peter Jordanstr. 76  
1190 Wien



Gregor Mendelstr. 33  
1180 Wien



Peter Jordanstr. 82  
1190 Wien

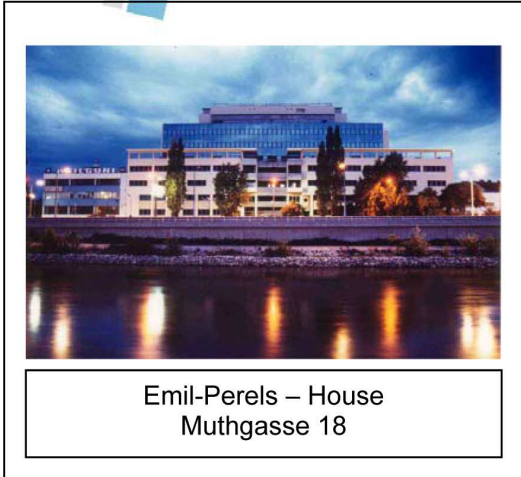
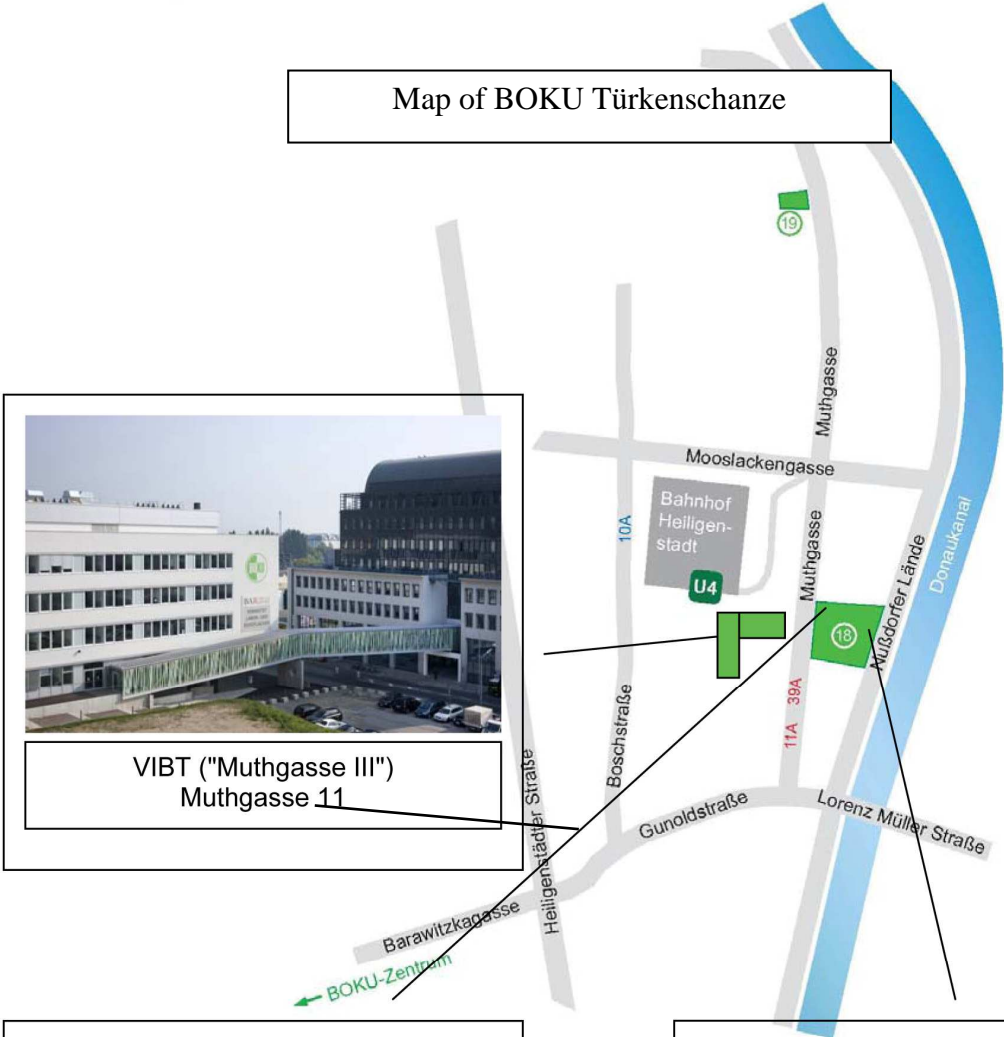


Peter Jordanstr. 82a  
1190 Wien

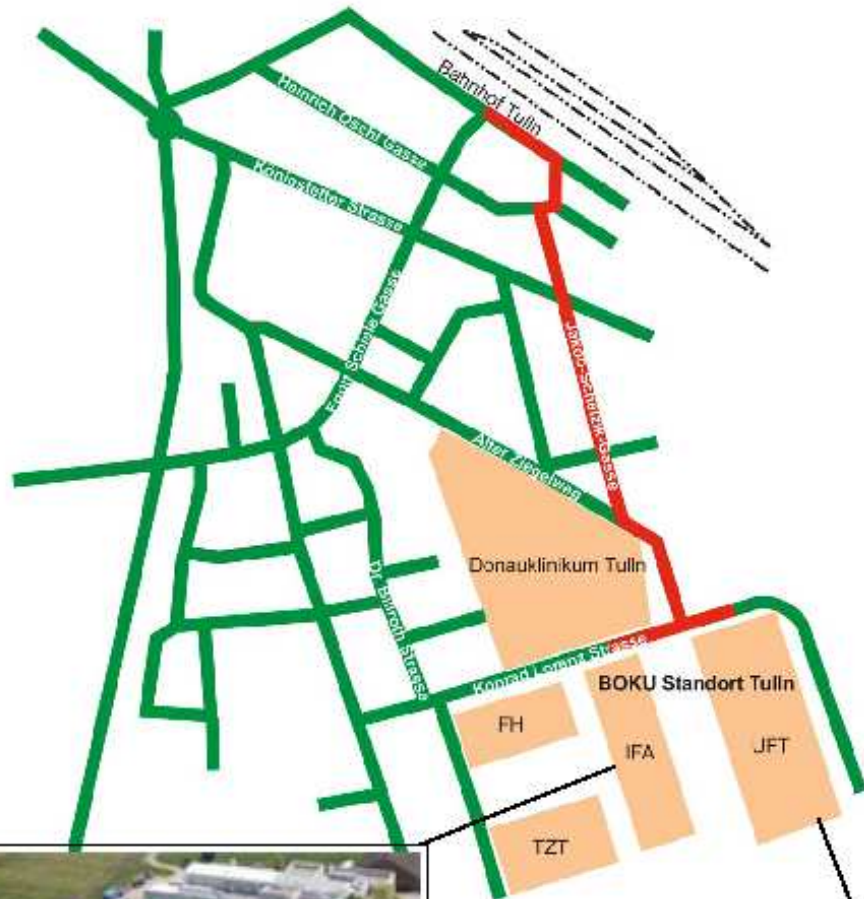


**Map of BOKU Muthgasse**

**Map of BOKU Türkenschanze**



### Map of BOKU Tulln



**Interuniversitäres Department für Agrarbiotechnologie (IFA-Tulln)**



**Universitäts- und Forschungszentrum Tulln (UFT)**

## 9.4 Getting to the Austrian Exchange Service (OeAD)

You can find the OeAD at Ebendorferstraße 7, right behind the main building of the University of Vienna.

From “Westbahnhof” you can reach the OeAD by taking the U3 (direction Simmering) to “Volkstheater” and then transferring to U2 (direction Aspernstraße) to stop “Schottentor”. Just walk behind the university building and then to the left.

From “Meidling:” it is best to take U6 to “Westbahnhof”, then follow the instructions above

From “Landstraße – Wien Mitte” you should take the U4 (direction Heiligenstadt) to “Schottenring” and then transfer to U2 (direction Karlsplatz) to “Schottentor – Universität”.

Austrian Exchange Service (OeAD)  
Ebendorferstr. 7, A-1010 Wien  
Tel.: +43 1 53408 0  
E-mail: [info@oead.ac.at](mailto:info@oead.ac.at)  
<http://www.oead.at/index.php?id=235&L=1>

## 10. Currency, Cost of Living, Climate

### Currency

Since 1<sup>st</sup> January 2002, Austria uses the EURO (€) as its official currency. One Euro = 100 Cents. The Euro is valid in the so-called Euro-Zone. Besides Austria, these countries are Belgium, Germany, Finland, France, Greece, Ireland, Italy, Luxembourg, Malta, Montenegro, Netherlands, Portugal, Slovakia, Slovenia, Spain and Cyprus.

### Cost of Living

In European standards, the cost of living in Austria is average. During their stay in Vienna, most of the Erasmus-Students need about € 600 to € 1.000 Euro per month.

Accommodation	approx. € 250 to € 400 (including heating and lighting)
Food	approx. € 200 to € 300 (excluding luxuries and tobacco)
Other Expenses	approx. € 150 to € 250 (books, culture, recreation)
In Total	approx. € 600 to € 950

### Climate

Vienna awaits you with continental weather. That means cold winters (- 10°C to - 15°C) and hot summers (around + 30°C). For the winter, you should not forget to bring a winter coat, gloves, a scarf, warm boots, and a hat. Whereas during the summer, you are free to slip into your bathing suit.

Information on the current weather situation can be found at <http://wetter.orf.at/oes/> or <http://www.tiscover.at/wetter>

Imprint:

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Printed at University of Natural Resources and Life Sciences, Vienna

The information in this guide was recently updated but the editor cannot make a guarantee on its accuracy.

Last update: July 2012