

# International Exchange Student Guide





### Welcome

Congratulations on choosing the University of Innsbruck for your studies abroad! You have chosen a university not only at the centre of the Alps but also at the centre of Europe! Starting from Innsbruck you can take a day trip to Vienna, Salzburg, Venice or Munich. Getting to know new people and places is an exciting experience and opens ones horizons beyond compare. We look forward to welcoming you and sincerely hope your stay in Austria will be a pleasant and rewarding one.

This guide was primarily conceived with Erasmus students in mind though we have tried our best to deal with the relevant issues for all incoming students and to eliminate every obstacle on your way to the University of Innsbruck. We are here to lend a helping hand whenever necessary. There is however always room for improvement and we are grateful for your suggestions.

The Erasmus Team of the International Relations Office

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# I. General Information

#### Geography

Austria lies at the very heart of the Alps having common borders with eight other countries and covers a total area of 84.000 km<sup>2</sup> making it a little larger than Scotland and smaller than Portugal. Austria is 590 km long east-west and 290 km north-south at its broadest point. The landscape varies considerably. Two thirds of the country are dominated by the Eastern Alps, these being heavily wooded. In the alpine foreland forests are replaced to a great extent by arable land, especially on the northern edge of the Alps. In the Pannonian region of East Austria scrub and heath land are characteristic. To the very east Lake Neusiedl in Burgenland shows typical salt steppe flora. The Danube flows some 350 km (220 miles) through Austria on its way to the Black Sea. In the west the Rhine forms part of the border as does Lake Constance. The highest mountain is the Grossglockner with 3.797m (12,465 ft).

#### Climate

Austria lies in the Central European transitional climatic zone, with prevailing west-northwest winds. In West Austria temperature fluctuations are more moderate between day and night and between summer and winter than in the East, where a more continental Pannonian climate prevails. Rain and snowfall is adequate throughout the year, decreasing gradually west to east. The higher mountain regions are dominated by the characteristic features of the alpine climate (high precipitation, short summers and long winters). A special feature of our alpine weather is the "Föhn", a warm, gusty storm-wind which plunges into the valleys of the northern Alps, especially in spring and autumn. Innsbruck is a well-known "Föhn" area with roughly 64 "Föhn" days a year. Innsbruck has cold to very cold winters (temperatures can sink below 20°), hopefully with lots of snow, and warm to hot summers (temperatures can climb to +30°), hopefully with lots of sunshine.

#### Population

With about 8,8 million inhabitants (105 per km2) Austria is thinly populated compared to other European countries. This is due to the fact that 60 % of the Alps are uninhabited. Half the population lives in cities, almost 20 % of them in Vienna, the capital. Other major cities are Linz, Graz, Salzburg and Innsbruck. 98 % of the Austrian population speak German as their native language. Six ethnic groups are officially recognized living mainly in border areas. According to Austrian law every young person over the age of fourteen can choose his or her religion freely. At the moment roughly 74% of the Austrian population are Roman Catholic and 8% are Protestant.

#### Government

Until 1918 Austria was an empire then becoming a republic. Austria is geographically and politically divided into nine provinces governed by a parliamentary democracy. The Austrian Federal Parliament consists of two houses: 1. The "Nationalrat" (National Council). Its members are elected by the populace for a period of four years. 2. The "Bundesrat" (Federal Council) into which the members are appointed by the individual provinces.

The "Neutrality Act" of 26 October 1956 bound Austria to permanent neutrality. On 1 January 1995 Austria entered the European Union after approval by the Austrian people by means of a referendum.

#### I. General Information

#### **City of Innsbruck**

The name "Innsbruck" originates from a bridge over the River Inn, first built in the 12th Century. Developing due to its opportune geographical position Innsbruck has always been an important junction of trade routes both north-south and east-west. These routes have since become an enormous burden to the population because of the environmental pollution caused.

Archaeological excavations have confirmed settlements as far back as the Stone Age. The Roman fortification Veldidena (now the Innsbruck district Wilten) was built where the road from the Brenner Pass reaches the Inn Valley. In 1239 Innsbruck was granted city status with the respective rights. In 1363 the province Tyrol became part of Austria. A heyday followed climaxing in the reign of Emperor Maximilian I (1459-1519) who made Innsbruck to the main place of residence for the Habsburg family. The world famous "Goldene Dachl" (Golden Roof) in the old town centre reminds of him. He had it erected on the occasion of his marriage with Bianca Maria Sforza of Milan. While still alive he made plans for his final place of rest in the Hofkirche with its famous oversized bronze statues "Schwarze Mander" (the Black Knights).

Ferdinand II and his wife Philippine Welser made the town a cultural focal point. The finest pieces of his collections can be seen in Schloss Ambras (Ambras Castle). Under the Bavarian rule of Tyrol (1806-1814) battles of liberation were fought, the most famous was on the Bergisel in Innsbruck under the leadership of the national hero Andreas Hofer.

Tyrol has always been a popular destination for tourists. The capital city Innsbruck with its 132.236 inhabitants (over 30.000 are students) is surrounded by a picturesque panorama of mountain peaks, several of which can be reached by cable cars offering a superb view of Innsbruck and the surrounding area. The Innsbruck region gives abundant leisure opportunities all year round. In summer mountainclimbing, hiking, mountain-biking, rafting, canyoning and paragliding, in winter downhill and crosscountry skiing, ice-skating, snowboarding and even bobsleighing on the Olympic run at Igls.

The name Innsbruck has been synonymous with winter sports since it hosted the Winter Olympics in 1964 and 1976 as well as the Winter Youth Olympic Games 2012.

As a popular venue for congresses, trade shows and cultural performances Innsbruck attracts many visitors, including well-known artists and musicians. Thanks to the ever-growing number of young people and the young-at-heart Innsbruck has developed an interesting "scene" over the last years. There are therefore a number of cultural initiatives, theatre groups and, of course, a good number of student "hang-outs" and cafés. From classical to techno – there's something for everyone in Innsbruck.

#### How to get to Innsbruck

Innsbruck is easily reached by train, plane and car and offers extensive public transport. From the airport you can take the bus "F" (every 15 minutes) into the town centre which passes the University main building on the way. If you come by car please note that you must buy a road tax sticker "Vignette" in order to use Austrian motorways and that long-term parking is extremely difficult (and expensive) in Innsbruck.

#### Contact

Universität Innsbruck Christoph-Probst-Platz A – 6020 Innsbruck http://www.uibk.ac.at

#### **International Relations Office**

Herzog-Friedrich-Strasse 3 (Old Town) A – 6020 Innsbruck Tel: +43 512 507 32405 Fax: +43 512 507 32499 Email: international-relations@uibk.ac.at Office Website: http://www.uibk.ac.at/international-relations/ Erasmus Website: http: //www.uibk.ac.at/international-relations/erasmus/ Monday - Friday 9.00 - 12.00, Tuesday - Wednesday 13.30 - 15.00

#### **Erasmus Institutional Coordinator**

Katharina Devich Tel: +43 512 507 32407 Fax: +43 512 507 32406 Email: erasmus@uibk.ac.at Monday - Friday 9.00 - 12.00, Tuesday - Wednesday 13.30 - 15.00

#### **Erasmus Incoming**

Robert Natter, BA Tel. +43 512 507 32407 Fax: +43 512 507 32499 Email: erasmus-incoming@uibk.ac.at Monday - Friday 9.00 - 12.00, Tuesday - Wednesday 13.30 - 15.00

#### International Economics and Business Studies (IWW-Büro)

Students of International Economics and Business Studies have their own service office. The Erasmus Coordinators are Elke Kitzelmann and Christoph Kornberger: IWW Büro Universitätsstrasse 15 A-6020 Innsbruck Tel: +43 512 507 7561 Fax: +43 512 507 7561 Fax: +43 512 507 2987 Email: iww@uibk.ac.at Website: http://www.uibk.ac.at/iww/ Monday - Friday 9.00 - 12.00, 13.30 - 16.00

**IMPORTANT** - General information for Economics Business Studies incoming students can be found under: http://www.uibk.ac.at/iww/exchange-students/



#### **General description**

With over 5000 members of staff and almost 28.000 students the University of Innsbruck is west Austria's largest institution of higher education and research and serves as the home university for Tyrol, Vorarlberg, South Tyrol and Liechtenstein. Due to the geographical position an emphasis in research and study programmes can be found on social, ecological and economic issues of the alpine region.

The University of Innsbruck is one of Austria's oldest universities. Its history goes back to the year 1562, when a Jesuit secondary school was founded in Innsbruck. Emperor Leopold I founded a "real" university on October 15 1669, ensuring its continued funding by imposing a special tax on salt mined in Hall, known as the "Hall Salt Surcharge". Eight years later, in 1677, the official charter was signed and four faculties of higher learning were established. The following 150 years saw turmoil and change. The city of Innsbruck twice lost the privilege of having its own university. Emperor Franz I restored this privilege and 1826 saw the final re-opening of the Faculty of Philosophy and the Faculty of Law. Step by step the other faculties were also re-opened. Since then the University has its name "Leopold-Franzens-Universität Innsbruck" and many new faculties have been added.

The Faculty of Medicine became the Medical University of Innsbruck on January 1 2004.

Four professors of the University of Innsbruck received the Nobel Prize during the 20th century: Fritz Pregl for developing techniques in microanalysis of organic compounds, Adolf Windaus for discovering the composition of sterols and their relation to vitamins, Hans Fischer for synthesizing hemin, and Victor Franz Hess for discovering cosmic radiation.



#### **Faculties**

Faculty of Architecture Faculty of Biology Faculty of Business and Management Faculty of Catholic Theology Faculty of Chemistry and Pharmacy Faculty of Economics and Statistics Faculty of Educational Sciences Faculty of Engineering Sciences Faculty of Geo- and Atmospheric Sciences Faculty of Language, Literature and Culture Faculty of Law Faculty of Mathematics, Computer Science and Physics Faculty of Philosophy and History Faculty of Psychology and Sport Science Faculty of Social and Political Sciences Faculty of Teacher Education











#### **Higher Education in Austria**

The oldest university is the University of Vienna, founded in 1365 by Duke Rudolf IV. In Austria all universities were state institutions, however private universities have been opened since 1999. The universities of Vienna, Graz and Innsbruck are called "full" universities offering a complete study programme with faculty structure. With 91.000 students the University of Vienna is not only the largest Austrian university but also one of the largest universities in Europe. The newer universities in Linz, Salzburg and Klagenfurt do not have so broad a scope of study programmes. There are also technical universities in Vienna and Graz as well as a number of specialized universities such as the Vienna University of Economics and Business Administration or the Montan University of Leoben, for mining and engineering, as well as several Academies of Art and Music. On January 1 2004 the Faculties of Medicine in Vienna, Graz and Innsbruck were made Medical Universities.

In 1993 a new type of higher education was introduced in the form of Universities of Applied Sciences (Fachhochschulen). These offer a more practice-orientated education of university standard, above all in the fields of business, tourism, technology, telecommunications and administration. The minimum duration of these studies is three years.

#### **Academic Structure and Titles**

At present it is possible to study one of over 150 different subjects in Austria. We distinguish between bachelor, master, diploma studies (Magister/Magistra) and PhD studies.

Most degrees follow the Bologna System (BA/MA), only a few Diploma programmes are left in Austria.

Bachelor studies last 3/4 years and students graduate with a Bachelor of Arts (BA) or Bachelor of Science (BSc).

Master studies, lasting 2 years, can only be undertaken after completion of Bachelor studies. Emphasis is laid on the Master thesis and it ends with a master (viva voce) examination. Master of Arts (MA) / Master of Science (MSc) Diplom-Ingenieur (Dipl.-Ing.) for students of Engineering, Architecture, Technical Maths

Doctorate studies usually last 3 years and follow after diploma or master studies. They end with a dissertation and doctorate (viva voce) examination. Doktor/in (PhD / Dr. techn.)

Master of Advanced Studies (MAS) and Master of Business Administration (MBA) are titles awarded after finishing special study programmes offered by the university.

#### **Academic Calendar**

The Academic Calendar including exact dates can be found here

http://www.uibk.ac.at/studienabteilung/en/termine\_und\_fristen-en.html. The academic year is divided into two semesters: the first is approx 1st October - 31st January and the second is approx 1st March – 30th June with Christmas, Easter and Whit holidays. Please note that in February there are no lectures, although exams may be held. Erasmus students are officially welcomed on the first day of each semester at 17.00.

#### **Studies/Courses**

Most of the courses are held in German. A full list of studies at the University of Innsbruck can be found under: http://www.uibk.ac.at/studium/angebot/

Detailed information about the courses can be found in our University course catalogue:

http://orawww.uibk.ac.at/public\_prod/owa/lfuonline\_lv.home for the course catalogue. Should the information for the coming semester not be available please use the information of the current year as a general guideline and contact your Departmental Coordinator in Innsbruck for confirmation. At the University of Innsbruck the system is fairly flexible, but participation in courses may be subject to preconditions or restrictions in some cases.

#### **Teaching System**

The teaching system is defined by various types of courses: lectures (VO), practical exercises (UE), a combination of lecture and practical exercise (VU), proseminars (PS) and seminars (SE) which last one semester. Many lectures are held in units of two hours a week (1 hour = 45 minutes). Registration is not always necessary for lectures and attendance may not be mandatory but advisable. Practical exercises vary depending on the subject, the emphasis is on active participation. Seminars are mainly group discussions on an advanced level. Students write and present papers which serve as a basis for discussion. In proseminars students acquire basic knowledge of work on academic/scientific papers by active participation.

The ECTS system is used in all bachelor and master programmes.

Assessment is made by either an oral / written exam or by a paper. The assessment is given in following grades: 1 very good, 2 good, 3 satisfactory, 4 sufficient, 5 not sufficient/fail.



# III. Admission Procedures



#### Admission for Erasmus and Exchange students

If you are coming to Innsbruck within the Erasmus programme you must be officially nominated by your home Erasmus Coordinator. An online application is available on the website http://www.uibk.ac.at/international-relations/erasmus/incoming/application.html

We strongly advise you to send your complete application forms as soon as possible to avoid complications.

#### Admission for Non-exchange students

The Admission Department is responsible for your acceptance at the University of Innsbruck. You will find all the details and conditions for admission here http://www.uibk.ac.at/studium/ There are many differences depending on which country you are from and what you wish to study. Please see https://www.uibk.ac.at/studium/organisation/formulare-merkblaetter/index.html.en

Please read the regulations very carefully, by doing so and by including all the documents required, you will save yourself time and problems. You must have proof of sufficient knowledge of German (an official language certificate e.g. Goethe Institute). Exceptions are possible for those coming within a Master Programme held completely in English.

#### **Tuition Fees for non-exchange students**

Regular students from EU/EEA states, Switzerland, convention refugees and third country nationals with a long-term permit are freed of tuition fees as long as they study within the minimum time of their degree programme plus two semesters. They only pay the Austrian Students' Union fee. All other students (non EU/EEA-nationals, non-degree students) have to pay the tuition fee of EUR 726,72 as well as the Students Union fee.

#### III. Admission Procedures

#### **Passport and Visa Requirements**

Students from EU/EEA member states and Switzerland coming to Austria need a valid passport to enter the country, to study and to work. Please see the information "Registration in Innsbruck" if the planned stay is longer than 4 months.

Students from other countries staying for a maximum of 6 months will either need

- a travel visa C ("Schengenvisa"): entitles you to stay in Austria and in all other Schengencountries for a maximum of 90 days; a Schengenvisa it is not necessary if you are allowed to enter Austria without a visa or
- a residence visa D (Aufenthaltsvisum D): for stays of at least 91 days up to a maximum of 6 months

You have to apply for this visa in person at the competent Austrian representative authority (embassy, consulate-general) before travelling to Austria and the visa will be issued by this authority. Attention: A visa cannot be renewed in Austria.

Students staying for more than 6 months need a residence permit "student" (Aufenthaltsbewilligung "Studierender") for entry to and residence in Austria.

Please see https://oead.at/en/to-austria/entry-residence-and-employment/nationals-of-third-countries/ for the details and application forms necessary. All documents (except passport) must be submitted with a certified German translation. This procedure can take several months as the application will be forwarded to Austria for processing.

The travel document plus visa must be carried with you at all times to prove your entitlement to residence in Austria.

The residence permit for students does not give you the right to work in Austria! This must be applied for separately and is only possible in exceptional cases.

#### **Registration in Innsbruck**

#### **Obligatory registration as a resident**

Within 3 workdays after arrival you must register as a resident of Innsbruck. To do so you need a registration form called "Meldezettel", for the Residents Registration Office, Maria-Theresien-Straße 18, 1st floor (Mon-Thurs 8.00 – 17.30 and Fri 8.00 – 12.00) with the signature of your landlord. For the registration you will also need your passport. Non-compliance leads to a fine.

EU/EFTA and Swiss citizens staying for more than 4 months must apply for a residence permit at the Rathaus. You need a valid passport, proof of health insurance (e-card/EHIC), evidence of adequate financial resources (proof that at least  $\in$  400 go into the bank account each month, e.g. bank statement or grant confirmation) and study confirmation from the University of Innsbruck. This permit costs  $\in$  15 and is compulsory. A fine is possible!

#### III. Admission Procedures

#### **Registration at the University**

You go to the Erasmus desk in the University Admission Department (Studienabteilung) on the ground floor of the Geiwi Tower (Innrain 52d), Room EG31/33 EG- left (Monday – Friday 8.00-12.00 and Tuesday, Wednesday 13.30-15.30) with the Letter of Acceptance from the University of Innsbruck and any documents asked for in this letter.

#### Here you

- 1. fill in the form "Meldungsblatt" for statistical purposes and state postal address in Innsbruck
- 2. receive your student ID card
- 3. are photographed for student ID-card

#### After that you

- 4. pay your students union membership fee (either online, at one of the service points using a cash card or with pay slip)
- 6. can print all documents from LFU: online e.g. study confirmation

#### Equivalence of academic achievements

Non exchange students wishing to continue studies started at the home university must apply for recognition of their previous exams. The person responsible for recognition in the respective subject area at the University of Innsbruck must be contacted. This can however not be done before registration as a degree student and starting studies in Innsbruck.

#### **German Language Requirements**

Since courses are almost all held in German you must have a sufficient level of competence in German to attend lectures and pass examinations. For those coming to take part in Master Programmes held in English it is advisable to be able to communicate in German for everyday life.



#### III. German Language

#### Language test

#### **Exchange Student**

A German exam is not compulsory in advance, since your home Erasmus Coordinator has confirmed your knowledge in the Erasmus Certificate. We strongly recommend improving your German before coming to Innsbruck since lectures here will almost certainly be held in German – except when studying within a Master Programme held completely in English.

#### Non-exchange Student

You must supply proof of sufficient knowledge of German (an official language certificate e.g. Goethe Institute) to register as a degree student otherwise you can only be accepted as a non-degree student until you have passed the official university German language examination. With sufficient prior knowledge you can take the exam at the beginning of each semester and consequently be accepted as a degree student. As a non-degree student it is possible to visit the German course during semester and to take the exam afterwards (see below "German as a foreign language). For more information and examination dates please see

http://www.uibk.ac.at/isi/ > Prüfungen > Ergänzungsprüfungen Deutsch.

Attention: Admission to the German language course only does not automatically entitle you to enrolment as a degree student.

#### German language courses in summer

Preparatory courses are offered in July – August by the Language Center at the University of Innsbruck: The basic 3 weeks course (60 lessons) costs € 640. For more information please see: https://www. uibk.ac.at/sprachenzentrum/intensivsprachkurse-deutsch/kurs-uebersicht/intensivkurse.html.en

#### **Erasmus German course**

A German course for Erasmus incomings on 3 levels - including grammar, vocabulary, reading and understanding lessons - is offered during each semester and is free of charge. A mandatory online test must be taken before semester begins to define your level.

Details on the dates and location of these courses will be given to you at the Erasmus Welcome on the first day of semester.

https://www.uibk.ac.at/international-relations/erasmus/incoming/ german\_courses.html > Language Courses >

Registration > Erasmus Incomings Info

These courses are financed by the European Commission.



#### German as a foreign language

During each semester the course German as a Foreign Language is held on many levels (A1, A2, B1 and B2) for all foreign students at the Language Centre of the University of Innsbruck. As a registered student the course costs  $\in$  80 for 4 hours a week and  $\in$  160 for 8 hours.

Details can be found on the Website of the International Language Centre:

https://www.uibk.ac.at/sprachenzentrum/semesterkurse/

> Language Courses > German as a Foreign Language

#### III. Before leaving Innsbruck

#### **Before leaving Innsbruck**

#### Before you go home there are several things to do:

- Notify the Residents Registration Office (Mon-Thurs 8.00 17.30 and Fri 8.00 12.00) of your departure during the last three days here
- If you live in student accommodation give notice of your departure, give the key back and pay any open bills
- If you opened a bank account this must be closed
- Make sure you have all the documents you will need after returning to your home university, e.g. Transcript of Records, confirmation of Erasmus stay. Exam results can only be generated by the students themselves by means of LFU online. If you need a signed and stamped Transcript please come to the International Relations Office
- Students of International Economics and Business Studies receive a Transcript of Records at the IWW Office



# IV. Services for Incoming Students

#### Accommodation

#### Austrian Exchange Service (OeAD)

The Austrian Academic Exchange Service (OeAD) will do its best to organise a room for you although only a limited number of rooms (especially single rooms) are available. ERASMUS and other official exchange programme students have priority; other students can only be accommodated as long as rooms are available.

An online application is available https://housing.oead.at/en/accommodation/innsbruck-en . The payment of a reservation deposit is compulsory otherwise you will get no room.

Please apply as soon as possible !! The rooms are allocated "first come first served".

There are double and single study-rooms; kitchen and bathroom are usually shared. Rooms are allocated after arrival of both application and reservation deposit. Rooms are let by complete semesters only and cannot be quit during the semester. If you arrive later or leave earlier, you must pay for the whole period. For organisational reasons the rental period of the winter semester includes the month of February.

After reserving a room please observe the opening times and information sent to you by the student hostel. Plan your arrival according to these times, if possible, and announce your arrival early enough either by telephone or e-mail.

#### **Youth Hostels**

If you have made no arrangements for accommodation in advance, you may choose to stay at a youth hostel for the first few days.

- Jugendherberge Innsbruck/Youthhostel Innsbruck, Reichenauerstrasse 147 Tel: +43 512 346179; e-mail: office@youth-hostel-innsbruck.at (bus R from the main station for two stops and then change to the bus O to the bus-stop "Jugendherberge").
- Pension St. Nikolaus/Glockenhaus, Weiherburggasse 3 Tel: +43 512 286515; e-mail: innsbruck@hostelnikolaus.at (bus D from the main station and get off at the bus-stop "Schmelzergasse")

#### Self-organized Private Accommodation

Renting rooms or apartments on the free market is very difficult and expensive, especially when you wish to rent for less than 12 months and need furnished accommodation. According to the Tyrolean real estate business a one-room flat costs between  $\in$  500 and 600 per month. 3 months rent must be paid as a deposit in most cases.

On the website of our Students Union www.oehweb.at/service/wohnungsboerse/ you will find information about accommodation.

Another possibility is to search on the internet or by asking Erasmus students of your university already in Innsbruck especially about flat sharing ("Wohngemeinschaft" or "WG"). In the local newspaper "Tiroler Tageszeitung" and in the Innsbruck "Stadtblatt" offers for flats/rooms are advertised.

#### IV. Services for Incoming Students

#### **Health Care**

#### Health Insurance

#### For EU and EEC citizens

EU and EEC students need the European Health Insurance Card (EHIC).

With the card you can go directly to a doctor and be treated free of charge.

Please see "Medical Services" for more details.

#### For all other countries

Students from other countries can join the Austrian Insurance for Students ("Freiwillige Selbstversicherung für StudentInnen"). This insurance is available to all foreign students independent of nationality. You will need confirmation of registration as a resident of Innsbruck and as a student of the University of Innsbruck (available from LFU-online) for the application at:

Tiroler Gebietskrankenkasse Klara-Pölt-Weg 2 A-6021 Innsbruck For more information http://www.tgkk.at





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Accidents on the way to and from the university are covered by your compulsory Students' Union membership: https://www.oeh.ac.at/en/service/insurance

#### **Medical Services**

You can choose a contractual doctor yourself (see http://www.tgkk.at >Vertragspartner-Info > Ärzteverzeichnis) or go to the hospital (Universitätsklinik, Anichstraße 35). During the night / Sundays / holidays please contact the medical emergency service (Tel: 141) and in emergency cases the ambulance service (Tel: 144). Information on weekend or holiday duty of the doctors can be found in the local newspapers. Doctors can also be found in the telephone book under "Ärzte" or online under https://www.docfinder. at/arztsuche/praktischer-arzt/innsbruck. You may also turn to the Erasmus Team at the International Relations Office for information.

#### **Pharmacies**

There are approx. 30 pharmacies in Innsbruck. Opening hours are usually: Mon-Fri. 8.00–12.30 and 14.30–18.00, Saturdays 8.00–12.00. The pharmacies in the city centre are open all day. During the night / Sundays / holidays a restricted number are open. Each pharmacy has a notice outside with the name of the next pharmacy open in urgent cases. A list can also be found in the weekend newspapers. A prescription fee for each medication is mandatory.

# V. Students Support

#### Students with special needs

If you have a disability please contact:

Dr. Elisabeth Rieder Tel.: +43 512 507 8889 Mobile: +43 676 8725 8889 0 Fax: +43 512 507 2728 e-mail: elisabeth.rieder@uibk.ac.at Assistant: Mag. Bettina Jeschke

Tel: +43 512 507 8887 e-mail: bettina.jeschke@uibk.ac.at

Website: www.uibk.ac.at/behindertenbeauftragte Counselling only on appointment, no official hours of opening Address: Büro der Behindertenbeauftragten der Universität Innsbruck Innrain 52b, in the Geiwi Tower, ground floor

#### **Counselling Service**

Psychologische Beratungsstelle für Studierende Schöpfstrasse 3, 6020 Innsbruck Tel: +43 512 507 39601 e-mail: psycholog-studentenberatung@uibk.ac.at

Office hours: Monday, Tuesday, Thursday, Friday 8.30-12.00, Monday, Tuesday, Wednesday, Friday 13.00-15.00

Website https://www.studierendenberatung.at/en

Counselling offers you the opportunity to talk things over with someone who is not involved in your everyday life. This service is available free of charge to students to solve any personal and/or study-related problems which worry you.

#### **Austrian Students Union**

The Students Union (ÖH) supports all students of the university in more than 20 organisational units. Each faculty is represented and detailed information on courses, exams, literature etc. is offered.

Address: Österreichische Hochschülerschaft, Josef-Hirn-Strasse 7, A-6020 Innsbruck Tel: +43 512 507 4900 E-mail: info@oeh.cc Website: http://www.oehweb.at/ Office hours: Monday, Thursday, Friday 9.00 - 14.00, Tuesday, Wednesday 8.00 - 14.00

Information about a job in Innsbruck can be found here: http://www.oehweb.at/service/jobboerse/

#### **Referat für Internationales**

Support is offered to incoming students: http://www.oehweb.at/referate/internationales/ Address: Josef-Hirn-Strasse 7, 6020 Innsbruck Office hours: see website

#### V. Students Support



#### The Erasmus Student Network

Erasmus Student Network (ESN) supports incoming students. This network promotes the social and personal integration of exchange students from all over the world. The ESN-TEAM is a group of Austrian students coordinating various activities and organising trips, excursions and much more. They also offer help and provide information on study relevant issues. e-mail: esn-team@oeh.cc

Website: http://innsbruck.esnaustria.org/ Address: Josef-Hirn-Strasse 7, 6020 Innsbruck

Office hours: Thursday 10.00 – 12.00

#### **Buddy System**

This system of student support is organised by the Erasmus Student Network (see above). If you are interested in getting an Austrian buddy, please register here on the website: http://innsbruck.esnaustria.org/

After registration you can receive relevant information prior to your arrival in Innsbruck. They will organise a buddy for you and help solve problems regarding university or social life, language problems and administration.

#### Information for Non-exchange Students

The "AusländerInnenreferat" helps all foreign students in study and everyday life issues: http://www.oehweb.at/referate/auslaendische-studierende/

e-mail: Auslaenderreferat@oeh.cc

Address: Josef-Hirn-Strasse 7, 6020 Innsbruck

#### **Advisory Organization**

Helping Hands Tirol (legal consultation for foreigners), Jahnstr. 17, Tel: +43 (0) 650 07404690

#### **Financial support**

In few cases and under special circumstances it may be possible to apply for financial support. Information can be received here:

Studienbeihilfenbehörde, Andreas-Hofer Strasse 46, A-6020 Innsbruck, Tel: +43 512 57 33 70 Website: http://www.stipendium.at/stipendienstellen/innsbruck

Austrian Exchange Service (ÖAD), Meinhardstraße 5/III, A-6020 Innsbruck, Tel: +43 512 507 38100 Website: https://oead.at/en/to-austria/regional-offices/innsbruck/

# **VI.** Students Facilities

#### Mensa

Good meals at reduced prices are offered by:

- Uni Atrium, Main Building Innrain 52
- Uni Café 80/82, Innrain 80/82
- New Mensa, Herzog-Siegmund-Ufer 15
- UBI-Chat, Innrain 52f
- SOWI Lounge: Universitätsstr. 15
- Mensa Technik: Technikerstr.13
- Uni-Tech Café ICT, Technikerstr. 21
- M-Café USI, Fürstenweg 185
- M-Café im BTV Atrium, Langer Weg 11.
- The cost of a meal lies between  $\in$  4,50 and  $\in$  6,50.

#### **University Libraries**

The central University Library (UB), Innrain 50 is free of charge for all students:

http://www.uibk.ac.at/ulb/

To borrow a book you need your student ID-card.

You can find all the information about the University Library including the online literature search: http://search.obvsg.at/UIB

You will find the opening times of the faculty and institute libraries, which vary a good deal http://www.uibk.ac.at/ulb/oeffnungszeiten.html





#### VI. Students Facilities

#### Internet/Computer

Computers for the use of students:

- at the EDV-Subzentrum, Innrain 52, basement of the Geiwi-Tower, entrance in the passage behind the University car park
- at the Faculty of Social Sciences, Universitätsstrasse 15
- at the Faculty of Architecture, Technikerstr. 21, basement
- at the Faculty of Theology (Faculty library), Karl-Rahnerplatz 1

#### **Book shops**

In the University book shops STUDIA Bruno Sander Haus, Innrain 52f, and SOWI, Universitätsstrasse 15a you can find a full range of academic literature and stationery.

Some further book shops in Innsbruck:

- Wagner'sche Universitätsbuchhandlung, Museumstrasse 4
- Tyrolia Buchhandlung, Maria-Theresienstrasse 15
- liber wiederin, Erlerstrasse 6

#### **Copy Centres**

The STUDIA offers copy cards, numerous copiers, specialised books, stationery:

- Copyshop: Herzog-Siegmund-Ufer 15
- SOWI, Universitätsstrasse 15a
- Technikerstrasse 13

Further copiers can be found in the corridors of the university.

#### **Sport and Recreation**

Sport is an important part of life in Innsbruck. The University Sports Centre, USI, Fürstenweg 185 offers various sports facilities for students in over 60 sports – in the summer semester 2013 over 850 courses are offered!

On the website https://usi.uibk.ac.at/usi/page?id=0 you will find all the information you need about the courses and how to apply – either online with your student ID number or personally with an appointment ticket.





# VII. Everyday Life

#### **Cost of Living**

Accommodation	€ 450
Food	€ 300
Books and entertainment	€ 250
	€ 1000

This can only be a rough estimate, always depending on your personal life style there may be big differences.

#### Shopping

Shops are usually open from 9.00 – 19.00 Mondays to Fridays. Food shops often open earlier. Most shops also open on Saturdays until 17.00.

A supermarket at the main train station opens daily from 6.00 -21.00.

Most shops and restaurants accept the credit cards "Mastercard", "Visa" and "American Express". We do however recommend asking in advance.

#### **Banks/Post Office**

It is best to ask at your home bank before leaving about the cheapest way to transfer money to Austria. In Innsbruck banks are usually open approx. Monday – Friday 08.00 – 12.30 and 14.15 – 16.00. They are closed at weekends. Cash points can be found near the entrance of most banks.

Before opening a bank account ask about the conditions. Most banks offer special packages for students.

Students staying at WIST student hostels must open a bank account and pay the rent by standing order. Alternatively, you could pay the whole amount at the beginning of your stay.

Post offices also offer banking services. Post offices are usually open from 8.00 - 12.00 and 14.00 - 17.00. Some on Saturday 8.00 - 12.00. The exception is the Main Post Office, Innrain 15 (letter office Monday to Friday 7.00 - 20.00; Saturday 9.00 - 15.00; Sunday 10.00 - 18.00). You can also send a fax from Austrian post offices.

Stamps are sold in post offices and at tobacconist shops.

#### Telephones

Austria has one of the highest number of mobile telephones in the world for this reason there are very few public telephone boxes left.

Coin and card operated public telephone boxes may be found in the streets and in the post offices. Phone cards are obtainable at all tobacconist shops "Trafik". Phone costs vary according to the time of day, from 18.00–8.00, Saturdays and Sundays it is cheaper. Details can be found on the first pages of the phone book.

The telephone code for Austria is 0043 and (0)512 for Innsbruck. If your family wishes to call you they must dial 0043 512 and then your number.

#### VII. Everyday Life

#### **Mobile phones**

Please contact one of the following providers if you wish to buy a mobile telephone or a SIM card for your mobile phone:

- A1 SHOP, Museumstraße 38, Tel. +43 512 560440, http://www.mobilkom.at
- 3STORE, Maria-Theresien-Straße 29-35 Kaufhaus Tyrol, Tel. 0800 303030, http://www.drei.at
- T-Mobile, Amraserstr. 1 Tel: 0676 2000, http://www.t-mobile.at
- some providers are also available in supermarkets

#### Radio

- Ö1 classical music and programmes of high standard
- Ö2 local radio with Tyrolese music and news
- Ö3 pop music and news

Life Radio Tirol – pop music, news and reports from Tyrol FM 4 – music, Austrian reports and news in French and English

#### **Public Transport**

#### **Bus and Tram**

Innsbrucker Verkehrsbetriebe

The Innsbruck-Ticket Student offers you the opportunity to travel for the whole semester, including the Hungerburgbahn to the mountains and also the "Nightliner". This ticket costs  $\in$  133,50 for 6 months. The application form can be found here www.ivb.at

You will also need confirmation of registration as a student (available from LFU:online).

The single ticket costs  $\in$  2,40, the block of 8 tickets  $\in$  14,60. You may prefer the weekly ticket for  $\in$  21,80 or the monthly ticket for  $\in$  54,50. Nightliner runs almost all night.

If a ticket controller is on the bus and you have no ticket you must pay a fine of  $\in$  55.

For further information: http://www.ivb.at. Customer Service Centre: Stainerstr. 2

#### Women's Nighttime Taxi

A special service for women in Innsbruck between 21.00 and 02.00 at a rate of  $\in$  4,90 per person. The taxi driver waits until you are in your house.

Tel: (0512) 551711. For further information http://www.ivb.at

#### Train

ÖBB

With the "Vorteilscard" (discount pass) you can buy your train tickets at half price. This card costs € 19.90 for students under 26 and is valid for 12 months. It is available at the main station with confirmation of registration (available from LFU:online), a photo and your valid passport. For further information on timetables, prices etc: http://www.oebb.at. Tel: 05-1717

e: Emergency calls 122 Fire Brigade 133 Police 144 Ambulance





#### Bars

Here are a few typical student bars:

- La Copa La Cabana Badgasse 4 – 6, Tel. +43 512 937613 http://www.lacopa-cabana.com
- Restaurant Elferhaus Herzog-Friedrich-Str. 11, Tel. +43 512 582875 http://www.elferhaus.at
- Felix Bruneckerstraße 3 www.felix-innsbruck.at
- Segabar
  Maria-Theresien-Straße 8, +43 662 84 68 98
  www.innsbruck.segabar.at
- Cafe-Music-Bar Zappa
  Rechengasse 5, Tel. +43 512 581057
- Limerick Bill's Irish Pub Maria-Theresienstr. 9, Tel. +43 512 582011
   Theresienbräu
  - Maria-Theresien-Str. 51 53, Tel. +43 512 587580 http://www.theresienbraeu.at

The "Bar-Meile" under the viaduct arches in the Ing.-Etzel Strasse in which several bars stay open until 4.00.

#### Restaurants

In Innsbruck there are over 130 restaurants - from typical Tyrolese/Austrian cooking to Indian, Thai, Chinese, Japanese, Mexican, Greek, Turkish and Italian – the list is never ending. A restaurant-guide is available at the Tourist Information Office, Burggraben.

#### Museums

- Tiroler Landesmuseen
- http://www.tiroler-landesmuseen.at
- Ferdinandeum, Museumstraße 15, Tel. +43 512 59489-111
- Tiroler Volkskunstmuseum, Universitätsstraße 2, Tel. +43 512 59489-510
- Ambras Castle / Schloss Ambras Kunsthistorisches Museum, Schloßstr. 20, Tel. +43 1 52524-4802 http://www.khm.at/ambras
- Imperial Palace / Museum Hofburg, Rennweg 1/3, Tel. +43 512 587186-12 http://www.hofburg-innsbruck.at

#### VIII. Free Time Activities

## There are many more museums in and around Innsbruck. Theaters

- **Tiroler Landestheater**, Rennweg 2, Tel. (0)512 520 74, http://www.landestheater.at Ticket reservation: https://www.landestheater.at/karten-abo/
- **Kellertheater-Innsbrucker**, Adolf-Pichler-Platz 8, http://www.kellertheater.at Ticket reservation: Tel. +43 512 580 743
- Innstanz Theater an der Sill, Richard-Berger-Str. 5, Tel. 512 36 29 29 http://www.theater-sill.at, Ticket reservation: Tel. 0664 7300 9085
- Alpenzoo, Weiherburggasse 37a; Tel: +43 512 29 23 23 http://www.alpenzoo.at
- **Swarovski Kristallwelten**, Kristallweltenstr. 1, 6112 Wattens, Tel. +43 5224 51080-0 http://kristallwelten.swarovski.com



#### VIII. Free Time Activities



#### **Events**

Following addresses are especially interesting for the young in Innsbruck:

- Treibhaus Angerzellgasse 8, Tel: +43 512 572000 http://www.treibhaus.at
- Literaturhaus am Inn, Brenner-Archiv Josef-Hirn-Str. 5; Tel: +43 512 507 2960 http://www.uibk.ac.at/literaturhaus/
- Kunstraum Innsbruck
  Maria-Theresien-Str. 34, Arkadenhof, Tel: +43 512 584000
  http://www.kunstraum-innsbruck.at

#### VIII. Further Information

#### Cinemas

- Cineplexx World
  Tschamlerstraße 7 (Südring), Tel. +43 512 58 14 57
  www.Cineplexx.at for information and ticket reservation
- Metropol Multiplexx
  Innstraße 5, Tel. +43 512 28 33 10
  www.metropol-kino.at for information and ticket reservation
  Students (with ID-card) are entitled to reduced ticket prices
- Leokino 1 Anichstraße 36, Tel. +43 512 56 04 70
- Cinematograph

Museumstraße 31, Tel. +43 512 57 85 00

Website for both cinemas: www.leokino.at Both of these cinemas regularly bring films for real cineastes, often in the original version.

All daily newspapers provide information to the current cinema programmes.

#### Further Information about Tyrol/Innsbruck

If you wish to have more information about Tyrol, Innsbruck, restaurants, bars, cultural events etc. we recommend the Tourist Information Office in the Old Town, Burggraben. www.innsbruck.at www.tirol.at www.tirol.gv.at (website of the provincial government)



# IX. CHECK LIST for Erasmus/Exchange Students

#### **Before leaving home**

- As a student from EU/EEA countries and Switzerland I need a valid passport
- As a student from all **other countries** I need, in addition to my valid passport, a visa or a residence permit
- I contact my home Coordinator for a nomination
- I apply online for admission and upload a printed version together with the Erasmus Certificate (signed by my home Coordinator), a CV, a copy of passport and a Learning Agreement
- I apply online for a room and transfer the reservation deposit (as soon as possible!)
- I check that my passport and my health insurance are valid for the whole period
- I choose my courses at the University of Innsbruck
- I learn German or freshen up my existing knowledge
- I inform the students' hostel of my arrival

#### My first steps in Innsbruck

- I register at the Residents Registration Office within 3 workdays.
- I go to the University Admission Department with my Letter of Acceptance (received in advance) to enrol as a degree student
- I pay the Students Union membership fee
- I contact my Departmental Coordinator at the University of Innsbruck
- I visit the Erasmus Welcome on the first day of the semester for general information as well as information on the German courses
- As an EU/EEA or Swiss citizen staying for **more than 4 months** I must apply for a residence permit within this period

#### **Before leaving Innsbruck**

- I notify the Residents Registration Office of my departure (during the last 3 days)
- I return the room key and pay any open bills (telephone etc)
- I close my bank account
- I make sure I have confirmation of all my studies in Innsbruck (certificates, academic transcript). I must print the documents using LFU-online. For a signed and stamped version I must go to the International Relations Office



# X. CHECK LIST for Non-exchange Students

#### **Before leaving home**

- As a student from EU/EEA countries and Switzerland I need a valid passport
- As a student from **all other countries** I need, in addition to my valid passport, a visa or a residence permit
- I fill in the Application for Admission form: http://www.uibk.ac.at/studienabteilung/de/formulare/ansuchen-um-zulassung-zum-studium-v2011.pdf and include **all** the documents required and adhere to the deadlines!
- I check that my passport, my visa and my health insurance are valid for the whole period. I get proof of my financial resources (bank account, grant confirmation)
- I learn German or freshen up my knowledge because I must take an exam in German at the beginning of the semester before registration as a degree student
- I inform myself about the courses held at the University of Innsbruck

#### My first steps in Innsbruck

- I register at the Residents Registration Office within 3 workdays
- I go to the University Admission Department with my Letter of Acceptance (received in advance) to enrol. I pay the tuition fees and the Students Union membership fee
- I take an exam in German at the University of Innsbruck, so I can enrol as a degree student
- If I am an EU/EEA or Swiss citizen and staying for **more than 4 months** I apply for a residence permit within this period

#### **Before leaving Innsbruck**

- I notify the Residents Registration Office of my departure (during the last 3 days)
- I return the room key and pay any open bills (telephone etc)
- I close my bank account
- I make sure I have confirmation of all my studies in Innsbruck (certificates, academic transcript). I print my documents myself using LFU-online



## XI. ERASMUS Departmental Coordinators

The University of Innsbruck central phone number +43 512 507 + office phone below e-mail address: first name.surname@uibk.ac.at

You can find the list of your coordinators also online: https://www.uibk.ac.at/international-relations/ erasmus/incoming/coordinators.html

Subject area	Coordinator	Office Phone
Archaeology	Martin Lang	37633
Architecture	Markus Malin	64630
Biology	Bozo Frajman	51090
Business Studies (Sevilla, Stockholm)	Martin Piber	71437
Chemistry	Thomas Lörting	58019
Civil and Environmental Engineering	Bernhard Gems	62203
Classical Philology	Otta Wenskus	37611
Comparative Literature	Beate Eder-Jordan	4112
Computer Science	Antonio Rodriguez Sanchez	53270
Contemporary History (Hildesheim)	Ingrid Boehler	44004
Economics (Münster, Sofia)	Herbert Stocker	71019
Educational Sciences	Astrid Engl	44622
English	Ulrich Pallua	4194
French	Carmen Konzett-Firth	4204
Geography	Martin Coy	54020
Geology	Bastian Joachim-Mrosko	54619
German Philology	Heike Ortner	41350
History	Martin Lang + Ellinor Forster	37663
History of Art	Thomas Steppan	44213
International Business Studies	Elke Kitzelmann	73180
Italian	Christine Konecny	4200
Law	Bernhard A. Koch	81210
Linguistics	Gerhard Rampl	4069
Marketing and Management	Ramona Riehle	72552
Master Applied Economics	Herbert Stocker	71019
Master Banking and Finance	Jochen Lawrenz	73110
Master Organization Studies	Richard Weiskopf	71472
Master Strategic Management	Ramona Riehle	72552
Master Accounting, Auditing and Taxation	Christoph Pelger	71300
Mathematics	Wolfgang Foerg-Rob	53870

#### XI. ERASMUS Departmental Coordinators

Subject area	Coordinator	Office Phone
Mechatronics	Manfred Husty	61200
Meteorology	Georg Mayr	54459
Microbiology	Ursula Peintner	51260
Music	Monika Fink	33014
Pharmacy	Hermann Stuppner	58400
Philosophy (Roma Tre)	Paola-Ludovika Coriando	40208
Philosophy (Nantes, Limerick, Oviedo)	Ulrich Metschl	40206
Physical Education, Sport Science	Werner Kirschner	45854
Physics (Berlin, Birmingham, Padova, Linköping)	Paul Scheier	52660
Physics (Tromso, Iasi)	Roman Schrittwieser	52740
Political Science	Camilla Mariotto	70113
Psychology	Barbara Juen	56028
Service Management and Tourism	Lisa Schwayer	72405
Slavonic Studies	Sonja Koroliov	4232
Sociology	Bernadette Müller Kmet	73423
Spanish	Astrid Schmidhofer	42473
Theology	Andreas Vonach	8604
Translation, Interpretation (Italian)	Lara Lercari-Gruber	42466
Translation, Interpretation (Spanish)	Jannis Harjus	4212
Translation, Interpretation (Corfu, Kaunas, Vilnius, Antwerpen)	Cornelia Feyrer	42460
Translation, Interpretation (Wroclaw)	Michael Ustaszewski	42482
Translation, Interpretation (French)	Martina Mayer	42476
Wirtschaftswissenschaften (Münster, Sofia)	Herbert Stocker	71019
Wirtschaftswissenschaften - Marketing	Ramona Riehle	72552
Wirtschaftswissenschaften - Service Management und Tourismus	Lisa Schwayer	72405
Zeitgeschichte (Hildesheim)	Ingrid Böhler	44004



## XII. Useful Addresses

#### **ERASMUS OFFICE OF THE UNIVERSITY OF INNSBRUCK**

Büro für Internationale Beziehungen Address: Herzog-Friedrich-Str. 3, A-6020 Innsbruck Katharina Devich Office hours: Mon-Fri 9.00 –12.00, Tues and Wed 13.00 – 15.00 Tel: +43 512 507 32407/32406 ; Fax +43 512 507 32499 e-mail: erasmus@uibk.ac.at

#### INTERNATIONAL ECONOMICS AND BUSINESS STUDIES OFFICE

(IWW-Büro) Universitätsstrasse 15, A-6020 Innsbruck Office hours: Mon-Fri 9.00-12.00 and 13.30-16.00 Tel: +43 512 507 7561 Fax: +43 512 507 2987 e-mail: iww@uibk.ac.at

#### HOUSING

Austrian Exchange Service Österreichischer Austauschdienst Address: Meinhardstrasse 5/III, A-6020 Innsbruck Office hours: Mon-Fri 9.00 – 12.00 Tel: +43 512 319 115, Fax: +43 512 319 114 e-mail: housing-innsbruck@oead.at

#### REGISTRATION

Studienabteilung der Universität Innsbruck Address: Innraun 52d/Geiwi-Turm, A-6020 Innsbruck Office hours: Mon-Fri 9.00 – 12.00, Tues and Wed 13.30-15.30 Tel: +43 512 507 32616, Fax: +43 512 507 2804 e-mail: Studienabteilung@uibk.ac.at

#### **STUDENTS UNION**

Österreichische Hochschülerschaft Referat für Internationales/Erasmus Student Network Address: Josef-Hirn-Str. 7/2, A-6020 Innsbruck Office hours: Thurs 10.00-14.00 Tel: +43 512 507 4900, Fax: +43 512 507 9830 e-mail: International@oeh.cc / esn-team@oeh.cc

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## Notes





### Notes



