

## Glück auf!

### ACADEMIC CALENDAR

	Winter semester 2018/19 (term 1)	Summer semester 2019 (term 2)
Start of classes	Oct 01, 2018	Feb 18, 2019
End of classes	Feb 01, 2019	June 28, 2019

### HOLIDAYS (NO CLASSES)

Winter semester	2018/2019	Summer semester	2019
National holiday	Oct 26, 2018	Easter break	April 15- Mai 12, 2019
All Saint's Day	Nov 1, 2018	Easter Monday	Apr 22, 2019
Conception of Mary	Dec 8, 2018	National holiday	May 01, 2019
Christmas break	Dec 17, 2018- Jan 06, 2019	Ascension of Christ	May 30, 2019
Christmas Day	Dec 25, 2019	Whit Monday	June 06, 2019
Boxing Day	Dec 26, 2019	Corpus Christi	June 20, 2019
New Year's Day	Jan 1, 2019	Semester break	July 01- Sept 30, 2019
Epiphany	Jan 6, 2019		
Semester break	Feb 04-17, 2019		



**MIRO** – Montanuniversitaet **I**nternational **R**elations **O**ffice

[international@unileoben.ac.at](mailto:international@unileoben.ac.at)  
+43-3842-402-7235

#### Office Hours

Mo-Thurs 9:00 AM - 12:00 PM  
Tuesday 1:00 - 3:00 PM

#### Visiting Address

Akademie Montanuniversität  
Peter-Tunner-Strasse 15,  
3rd floor, room 316-323  
8700 Leoben, Austria

#### Mailing Address

Akademie Montanuniversitaet  
Peter-Tunner-Strasse 18  
8700 Leoben, Austria

### DOCUMENTS TO BE HANDED IN AT THE ACADEMIC CHAIR (secretary or supervisor):

1. Copy of passport
2. Approval from the home university or company about research period to MUL (e.g. letter or email from head of department or similar)
3. Confirmation of financial capacity for the entire duration of the research stay at MUL (confirmation of salary, scholarship/grant, savings etc.)
4. Confirmation of sufficient health and accident insurance

### LETTER OF INVITATION

The chair of your interest at MUL in cooperation with MIRO will issue a Letter of Invitation for you. You will need this document for your visa application, as it represents a confirmation of placement.

### ACCOMMODATION

OeAD-Guesthouse **Mineroom**

Address: Josef-Heissl-Strasse 26, 8700 Leoben  
Phone: +43 3842 402 8001  
Website: <https://housing.oead.at/en/accommodation/leoben-en>  
Email: [mineroom@oead.at](mailto:mineroom@oead.at)

(Further housing possibilities for incoming students and staff can be found on our website:  
<http://starter.unileoben.ac.at/en/3288/>)

CAMPUS MAP

<http://www.unileoben.ac.at/en/3279/>

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**INSURANCE**

Please make sure you are sufficiently insured for your stay in Austria → Travel insurance for your journey and the first few days at MUL, as well as liability & accident insurance for your entire stay!

MIRO recommends the health care insurance of 'feelsafe' for guest academics. More information at [www.feelsafe.at](http://www.feelsafe.at)

**Please hand in a confirmation of sufficient health and accident insurance as soon as possible at MIRO! You cannot be registered at MUL without this document.**

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**ARRIVAL**

➔ **AIR CRAFT**

**Vienna airport or Graz airport:** Take train to to Leoben main station (Hauptbahnhof Leoben)

**Graz Thalerhof Airport:** Take train to to Leoben main station (Hauptbahnhof Leoben)

➔ **TRAIN OR BUS**

Within Europe there are a number of trains and buses which stop at Leoben main train station (Hauptbahnhof Leoben)

. **Train:**

- . plan your trip: <http://fahrplan.oebb.at/bin/query.exe/en>
- . *There is also an **ÖBB app** that makes travelling in Austria much easier!*
- . book your ticket online: <https://tickets.oebb.at/en/ticket>
- . You can also book and buy your ticket in person at the train station

. **Bus:** [www.flixbus.com](http://www.flixbus.com)

➔ **TAXI**

For example 'Taxi Blitz Leoben': +43 3842 44111

You can also get in touch with the company online: <http://www.taxiblitz-leoben.at/Kontakt/>

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**VISA**

*In terms of visa matters MIRO can only provide general advice. Please always get in touch with the **Austrian representative authority in your country of residence** for correct & valid information!*

➔ **List of the representatives authorities:** <https://www.bmeia.gv.at/en/embassies-consulates/search-for-austrian-representations/>

**Nationals of EU/EEA countries or Switzerland:**

You do not need a visa and enjoy the freedom of domicile. You simply need a valid travel document and insurance to become a resident in Austria. People staying in Austria for more than 90 days have to register with the competent municipal authority (BH Leoben).

**Nationals of other countries (Third Countries):**

Nationals of countries that are permitted to enter Austria without a visa\*\* can travel to Austria and stay here for up to 90 days (=3 Months) without a visa. Countries that are part of the visa waiver are listed here:

[https://ec.europa.eu/home-affairs/sites/homeaffairs/files/what-we-do/policies/borders-and-visas/visa-policy/apply\\_for\\_a\\_visa/docs/visa\\_lists\\_en.pdf](https://ec.europa.eu/home-affairs/sites/homeaffairs/files/what-we-do/policies/borders-and-visas/visa-policy/apply_for_a_visa/docs/visa_lists_en.pdf)

**1-90 days → Visa C ‘Tourist Visa’**

Visa C entitles you to enter and stay in all Schengen countries for a total duration of up to 90 days within 180 days, provided that you fulfil the general requirements.

**91-180 days → Visa D**

Visa D entitles you to enter and stay in Austria for 91 days until max. 6 months. People in possession of a visa D generally enjoy freedom of movement to the territory of other Schengen countries for up to 90 days per half year, provided they fulfil the general requirements.

**Longer than 6 months → Residence Permit**

Nationals of third countries need a ‘Residence Permit’, to which no quotas apply, if they want to stay for more than 6 months.

- Nationals of countries who are permitted to enter Austria without visa (cf.\*\* above) may apply for a Residence Permit at the competent authority in Austria after entering Austria.
- Nationals of countries who are NOT permitted to enter Austria without a visa (cf.\*\* above) have to submit their first application for a Residence Permit in person at an Austrian representative authority in THEIR country of residence BEFORE travelling to Austria.

More information to visa regulations and residence permit can be found on:

- <https://www.help.gv.at/Portal.Node/hlpd/public/en>
- <https://oead.at/en/to-austria/entry-residence-and-employment/nationals-of-third-countries/exemption-from-visa-requirements-visumfreiheit/>

*We are looking forward to welcoming you at MUL!*