

GLÜCK AUF! – WELCOME!

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 International Relations Office

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Office Hours
Mo-Thurs 9:00 AM - 12:00 PM
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→To do only for category B) Guest students (MSc/PhD students on research stay)

REGISTRATION AS INCOMING GUEST STUDENT

STEP 1: Online pre-registration for the admission as incoming guest student:

<http://starter.unileoben.ac.at/index.php?id=3435&L=1> (you will need a pass photo for the upload!)

STEP 2: Personal official registration and admission at MUL: Within the first 2 weeks you are in Leoben, please come to MIRO and pick up your 'green folder'. With the 'green folder' you can go to the Registrar's Office = MUL admission (in German: ,Studien& Lehrgänge', located in main building, Franz-Josef-Strasse 18, 1st floor)

- . REQUIREMENT: You have to be pre-registered online!¹
- . You or your chair at MUL will have to pay 19,70€ Student Union fee – transfer details will be given to you at the Registrar's Office
- . Three working days after payment you will be registered at MUL as incoming guest student – Congratulations! 😊

INSURANCE

Citizens from outside the EU should take on the insurance with www.feelsafe.at from UNIQA; only with this insurance it is secured that you will not run into problems! Take on this insurance BEFORE you start your research stay in Leoben!

You will have to hand in sufficient **health, accident and liability** insurance for the duration of your research stay as soon as possible at MIRO! You cannot be registered at MUL without being sufficiently insured!

CAMPUS MAP

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

ACCOMMODATION

OeAD-Guesthouse *Minerom*

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

→ **Further housing possibilities** be found on our website: <http://starter.unileoben.ac.at/en/3288/>

ARRIVAL

→ AIR CRAFT

Closes airports: **Vienna or Graz** (Thalerhof). Both places are connected to Leoben via train.

→ 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/>

→ Bus: www.flixbus.com

→ 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

LEGAL MATTERS: VISA & RESIDENCE PERMIT

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 countries outside of the EU/EEA or Switzerland are formally and officially called 'nationals of a third country'

- *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 countries outside of the EU must usually apply for a visa and/or residence permit to enter and stay in Austria. **Nationals of countries who are NOT permitted to enter Austria without a visa 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.**
- ² **There** are a few countries outside of the EU that are allowed to enter and stay in Austria without a visa up to 90 days (3 months). These countries are part of a visa waiver and 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

VISA CATEGORIES:

1-90 days → **Visa C**

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.

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. ² 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 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 on visa and residence permit regulations 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/>

Please hand in a copy of your visa and/or residence permit as soon as possible at MIRO! You cannot be finally registered at MUL without this document!

We are looking forward to welcoming you at MUL!