

WU
Vienna University of Economics and Business
Fact Sheet 2019-2020



Erasmus code
Address

A WIEN05

Welthandelsplatz 1, LC building,
1020 Vienna, Austria
<https://www.wu.ac.at/io/en>

/wu.internationaloffice
 /@wuinternationaloffice

Contacts at the
International Office

Head of the International Office

Lukas Hefner, lukas.hefner@wu.ac.at, T +43 1 31336 4312

Undergraduate Exchange and International Short Programs Division

Division Head

Marlene Wahlmüller, marlene.wahlmueller@wu.ac.at, T +43 1 31336 5342

Coordinator Europe, CEEPUS

CEE | Belgium | Finland | Ireland | Scandinavia | The Netherlands | Turkey | United Kingdom
Julia Fischill, julia.fischill@wu.ac.at, T +43 1 31336 4303

Coordinator Europe

France | Germany | Greece | Italy | Portugal | Spain | Switzerland
Christa Karner, christa.karner@wu.ac.at, T +43 1 31336 4202

Coordinator Asia, Australia, Latin America & New Zealand

Christiane Dietrich, christiane.dietrich@wu.ac.at, T +43 1 31336 4315

Coordinator North America

Kaan Tasli, kaan.tasli@wu.ac.at, T +43 1 31336 4962

International Short Programs and Summer University Programs (ISUs)

Sarina Gludovatz, sarina.gludovatz@wu.ac.at, T +43 1 31336 4314

Graduate Exchange Division

Division Head

Caroline Heinle, caroline.heinle@wu.ac.at, T +43 1 31336 4316

Program Manager Graduate Exchange Europe, China, Japan, Korea

Double Degree, PIM Network

Katrin Korber, katrin.korber@wu.ac.at, T +43 1 31336 5553

Program Manager Graduate Exchange Overseas except China, Japan, Korea
THEMIS, Orientation

Claudia Grafenhofer-Truppe, claudia.grafenhofer-truppe@wu.ac.at,
orientation@wu.ac.at, T +43 1 31336 5341



Contents

Academic calendar 2019/2020	2
Registration and nomination deadlines	3
Course information	3
German language courses	4
Documents	4
Orientation services for exchange students	4
Accommodation	5
Entry and residence regulations	5
International Summer University^{WU}	6

Academic calendar 2019/20

Winter semester 2019/20

Welcome Sessions
(mandatory attendance) Welcome Session for students registered for any pre-semester program(s):
September 13, 2019

Welcome Session for all other students:
October 4, 2019

Pre-semester programs
(optional)

Orientation and Cultural Program:
September 13, 2019 – September 27, 2019

Pre-semester German language courses:
September 16, 2019 – September 27, 2019

Teaching period

October 1, 2019 – January 31, 2020
Christmas break: December 23, 2019 – January 6, 2020
(Several courses end before the Christmas break; students who cannot stay at WU in January should choose their courses accordingly.)

Semester break

February 3, 2020 – March 1, 2020

Summer semester 2020

Welcome Sessions
(mandatory attendance)

Welcome Session for students registered for any pre-semester program(s):
February 7, 2020

Welcome Session for all other students:
February 26, 2020

Pre-semester programs
(optional)

Orientation and Cultural Program:
February 10, 2020 – February 21, 2020

Pre-semester German language courses:
February 10, 2020 – February 20, 2020

Teaching period

March 2, 2020 – June 28, 2020
Easter break: April 4, 2020 – April 14, 2020
Pentecost break: May 31, 2020 – June 1, 2020

Registration and nomination deadlines

General information	WU only accepts exchange students nominated by their home universities. The home university exchange coordinator is responsible for nominating students online and forwarding WU's Nomination Letters to the nominated exchange students.
Online nomination	Partner universities are asked to send an email to WU coordinators, indicating the number of students they wish to nominate, after which the online nomination link will be provided.
Nomination deadlines	For the winter semester: May 1 For the summer semester: November 1
Application deadlines for students	<ul style="list-style-type: none">• Orientation and Cultural Program• Pre-semester German language courses• Housing• Online pre-enrollment for students For the winter semester: May 15 For the summer semester: November 15 Invitations to apply online for the Orientation and Cultural Program and the pre-semester German language course will be sent out after May 1/November 1.
Language requirements	Depending on the language of instruction (English or German), undergraduate exchange students must have a B2 level or above (according to the Common European Framework of Reference for Languages , CEFR) in English OR German. Graduate exchange students must have a level equivalent to C1 of the CEFR. WU does not request official language certificates, as we trust our partners to only send students who fulfill the aforementioned criteria. However, if students do not meet the language requirements, we reserve the right to exclude them from courses.

Course information

Courses in English	Our English-taught course options for exchange students include more than 250 courses offered each term, covering all core fields of business and economics as well as related areas. Some courses are offered in block format to make scheduling easier.
Courses in German	Apart from courses offered in English, incoming exchange students can also attend a variety of courses taught in German. Courses & FAQs for bachelor's and master's students: https://www.wu.ac.at/io/academics
Class format	Although WU has seven different examination types, approx. 90% of courses available to incoming exchange students are continuous assessment ("PI") courses. These courses are highly interactive courses including lectures, case studies, papers, presentations, and group projects. Exams and tests are held during the regular course sessions, and there is no special exam week at the end of the semester.
Attendance and participation	Attendance is mandatory in all continuous assessment courses ("PI"), which account for 90% of all courses at WU.
Course registration	WU's online registration system LPIS allows students to register for courses even if they overlap. As attendance is mandatory, it is the students' responsibility to only register for courses they can attend in full. Course registration is based on a first-come, first-served principle; therefore, we strongly recommend that students choose two back-up courses in case their registration for their preferred courses is not successful. Course numbers at WU have a purely administrative function and change every semester.
Course load	Students are expected to take a full workload at WU, which corresponds to 24 to 30 ECTS credits. The maximum course load is 36 ECTS credits excluding language courses.
Exam dates	Exam dates depend on the courses chosen. There is no specific examination period for all courses.

German language courses

Before the semester

WU offers pre-semester German language courses with levels ranging from absolute beginners to highly advanced speakers. These two-week intensive language courses are principally free of charge. Only a fee for administration and teaching materials (€ 40) will be charged. To participate, students need to apply by May 15 for the winter semester and by November 15 for the summer semester. Places are limited.

During the semester

WU's Business Language Center offers German courses at all levels. For students, courses (30 contact hours) cost € 195.

Documents

Confirmation of Stay

Please note that a **Confirmation of Stay** will only be issued for the **period of the student's actual studies at WU**. The Welcome Days that students participate in will be given as their date of arrival. The last day that can be confirmed on the Confirmation of Stay is the last day that students **need to be present at WU** (e.g. last day of classes, last exam).

Transcript of records

We will issue a transcript or grade report for each student at the end of the semester, which will be sent to the coordinator at the home university.

Grading

The following grading scale applies at WU:

- 1 excellent (Sehr gut)
- 2 good (Gut)
- 3 satisfactory (Befriedigend)
- 4 sufficient (Genügend)
- 5 fail (Nicht genügend)

WU does not use a standardized percentage-based grading scale. The percentage scores needed to receive the grades given above differ from course to course. In most cases, the course-specific grading scales can be found in the course descriptions online.

Orientation services for exchange students

Orientation and Cultural Program

WU offers a two-week program, which includes a variety of activities such as social events, a sightseeing program, out-of-town field trips, presentations on Austria, etc. and costs € 260. To participate, students need to apply by May 15 for the winter semester and by November 15 for the summer semester. Places are limited.

Academic advisors

For each WU partner university, a specific WU faculty member acts as an academic advisor. Academic advisors support students in selecting appropriate courses and give advice on relevant academic matters.

Buddy Network

The Austrian Students' Union (ÖH) at WU are available to help exchange students find a "buddy" – a WU student who acts as their personal mentor. The Buddy Network also organizes a number of social activities for exchange students (skiing trips, trips to neighboring countries, theater evenings, etc.).



Accommodation

General information

Exchange students have **several options to choose from** when booking housing for their stay. These options include, but are not limited to, the following:

- Residence halls run by OeAD, the main housing provider for students in Austria
- A private flat that can be found for example through the housing platform Housing Anywhere
- Housing obtained through another third-party provider

Staying in a student residence hall

WU has made pre-reservations in certain OeAD (Austrian Agency for International Cooperation in Education and Research) residence halls to make sure that housing is guaranteed for our incoming students. Students who would like to make use of this offer need to register through the [OeAD website](#) by May 15 (winter semester) or November 15 (summer semester) at the latest.

Please note that the minimum rental period for a room in an OeAD residency hall is a whole semester (winter semester: October to the end of January; summer semester: March to the end of June). It is possible to extend but not to shorten the rental period.

Private accommodation

If students prefer to arrange their own accommodations, we recommend using the platform "Housing Anywhere" or any other of the databases listed on our website. If students need proof of accommodation for visa purposes, this proof has to be issued by the landlord.

Further information:

<https://www.wu.ac.at/en/programs/incoming-students/exchange-semester/accommodation/>

Living costs

Housing | approx. € 450–650 / month
Insurance | approx. € 50 / month
Food, personal expenses | approx. € 220–300 / month
Utilities (phone, etc.) | approx. € 15–30 / month
Vienna public transport | approx. € 75–160 / semester
Books | approx. € 75–150 / semester
Students' Union dues | approx. € 20 / semester

Entry and residence regulations

General information

Before traveling to Austria, students should make sure they are familiar with the regulations concerning visas and residence permits.

Nationals of non-EU/EEA countries and Switzerland (so-called "third country nationals") need an entry visa or residence permit for entry into and residence in Austria. The type of permit depends on the length and purpose of the stay.

Further details: <https://oead.at/en/to-austria/entry-residence-and-employment/>

About Vienna

Vienna ranks among the most attractive cities in the world. Tradition and culture, research and education, economic growth, and a safe and livable environment make it a place with a very high standard of living that is recognized internationally.

Further details: <https://www.wien.info/en>



International Summer University^{WU}

General information

As an alternative to a full exchange semester, WU offers intensive three-week programs. These **short academic programs** take place at WU from **July 6 – 24, 2020**, and **July 27 – August 14, 2020**. Students can attend two to three business courses on graduate or undergraduate level. All courses are taught in English and cover several business-related topics. Undergraduate students can earn 8 ECTS credits; graduate students can earn 9 ECTS credits.

The program includes networking opportunities and a cultural and social program with fellow students from over 25 countries. Course materials, lunch on lecture days, and the public transportation ticket for Vienna are included in the fees.

Registration

WU partner universities can nominate their students to participate in this program as exchange students.

Further details: <https://www.wu.ac.at/io/isuwu>

IMC – WU Spring Program

General information

The IMC – WU Spring Program is a joint intensive program for international bachelor students taking place at [IMC University of Applied Sciences Krems](#) and WU (Vienna University of Economics and Business) from **May 18 – May 29, 2020**.

The academic course aims at deepening the participants' knowledge in the field of marketing management in tourism. Latest trends and strategies, real-life project work and intercultural teamwork are the main pillars within the English-taught course. Participants can earn 6 ECTS credits for this course. The program fee includes course materials, lunch on lecture days, public transport in Vienna and Krems and a cultural and social program to intensify the networking opportunities with fellow students.

Registration

WU partner universities can nominate their students as exchange students to participate in this spring program.

Further details: <https://www.wu.ac.at/io>

