

Studying & Working in Austria



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Studieren & Arbeiten in Österreich



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Vienna, 2014



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Foreword

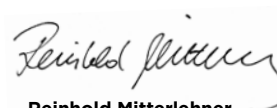
Dear students,

we are glad that you have decided to pursue your academic studies at an Austrian Higher Education Institution (HEI). And you have good reason for this choice: from a science and business perspective, Austria is a very attractive location. Internationality is a key element for excellent research and good teaching. When it comes to international orientation, Austria is a pioneer on both an European and a global level. Approximately one quarter of all students at Austrian universities come from abroad and have immigrated with the sole purpose of pursuing their academic career in Austria. And one quarter of all Austrian graduates have spent shorter or longer periods of time abroad during of their studies.

With the skills, the competencies and the knowledge which you have acquired at an Austrian institution, you are obtaining valuable capital. Austria strives to provide the right circumstances so that this knowledge is also put to good use right here – to your benefit, for the well-being of our society and to the benefit of Austria as a business location. Here, you will find the headquarters of many international companies which not least benefit from our central location between the industrial countries of Western Europe and the dynamic growth markets in Central and Eastern Europe. This economically prosperous environment offers you diverse career opportunities combined with one of the highest standards of living worldwide.

In order to live up to our welcoming culture and our concept of internationality, we strive to provide attractive conditions for you to remain in Austria after graduating from your studies. There are many service facilities which support this endeavour. This brochure, a joint publication developed by our institutions, provides information on the relevant legal requirements for studying and working in Austria and is meant to serve as a further building block for a comprehensive welcoming culture in Austria. In addition to this, our institutions will be glad to provide you with any personal information you may need.

We wish you success in your academic and professional development and are very glad to welcome you to Austria.



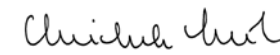
Reinhold Mitterlehner

Vice Chancellor,
Federal Minister of Science,
Research and Economy



Sebastian Kurz

Federal Minister for Europe,
Integration and Foreign Affairs



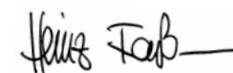
Christoph Leitl

President of the Austrian Federal
Economic Chamber



Franz Wolf

Managing Director
Austrian Integration Fund



Heinz Fassmann

Chairman of the Policy Committee
on International Affairs, Universities
Austria



Hubert Dürstein

CEO of the Austrian Agency for
International Cooperation in
Education and Research

1. This is Austria - a spotlight on the country

An overview of the country from a business and jobs perspective

Austria is located at the heart of Europe and the European Union. 25 years after the fall of the Iron Curtain, the small country has found its way back to its historic role as the cultural and economic centre of Central Europe. Today, it has once more become a pivotal hub between the industrial states of Western Europe and the dynamic growth markets to the East. Austria is an attractive business location and home to numerous international companies. They all benefit from Austria's central location and excellent infrastructure. Seeing the country as an ideal location for their Eastern European headquarters, approximately 300 international companies have decided to base their operations in Austria. 28 of these belong to the "Fortune 500", meaning that according to the reputable US business magazine Fortune they are among the 500 largest companies worldwide.

Austria - where business success is at home

As measured by the gross domestic product (GDP) per capita, Austria is today one of the EU's most wealthy countries, making it one of the richest and most highly developed economies in the world. Despite the consequences of the recent financial and economic crisis, Austria was able to improve its ranking in terms of GDP per capita in 2013. The country is now in second place behind Luxembourg, clearly ahead of

Germany, Austria's most important trading partner. It is in particular the internationalisation of the economy and the constant increase in exports which contribute to the creation of new jobs. In addition to this, Austria boasts a dual education system, which is seen as unique and exemplary around the globe.

Every year, more than 120,500 apprentices are being trained or employed by Austrian companies. This is also one of the reasons why at nine percent Austria's level of youth unemployment is one of the lowest in the European Union.

Despite the financial and economic crisis, entrepreneurship is alive and well in Austria. After a temporary setback during the crisis, the trend regarding the number of new companies is pointing straight upwards again. In the year 2013 alone, almost 37,000 new companies were registered. The majority of these new businesses are active in commercial services, trade, as well as corporate consulting and IT.

Austria as a gateway to the CEE countries

Even before they joined the EU, the central and eastern European states (CEE states) were an important pillar of Austria's export activities. The immediate vicinity, historic ties, as well as the in many cases similar mentality have been

and remain important competitive advantages for Austrian companies. Over the past twenty years, exports into this region have increased consistently: Since Austria joined the EU in 1995, exports have grown to approximately 18 billion euros. Austria is also one of the largest and most important investors for many central and eastern European countries. In Slovenia, Croatia, Bosnia-Herzegovina and Serbia alone, Austria is today the investor number one.

Energy, renewable energy and environmental technologies

In the raw materials and energy sector, Austria has several benefits to offer: on the one hand, the Alpine republic plays an important role as a transit country for the international energy trade. Numerous natural resources such as water, natural gas, and to a certain extent also crude oil are available. In addition to this, Austria is also a respected pioneer in the area of renewable energies: approximately 66 percent of the electricity produced is generated through renewable energy sources - putting Austria in first place among the EU-28. When it comes to the domestic gross energy consumption, Austria is also near the top. Here, renewable energies deliver a share of approximately 31 percent - ranking Austria in fourth place among the EU-28. Austria is decidedly opposed to nuclear energy and does not consider this a renewable energy source.

Because nature matters - Austria, an environmentally conscious country

Austria's nature - its pure water, clear air and clean soil - is one of the hallmarks of our country. The positive symbiosis between agriculture and the environment also makes an important contribution in this respect. Austria has a very high share of organic agriculture and greenhouse gas emissions per capita are far below the EU and OECD average. In order to achieve the Kyoto goals, the use of renewable energy sources is being further increased, while heating and heat recovery systems are being optimised.

AUSTROFACTS

83,879 km²

The Austrian national territory covers a surface area of 83,879 km².

Quality of living in Austria

Many international rankings confirm the high quality of living in Austria. Among others, this holds true for a recent study undertaken by the European Foundation for the Improvement of Living and Working Conditions. For this study, the EU states as well as Macedonia, Turkey and Norway were compared regarding different social aspects. Austria is among the leading countries with respect to, for example, access to health services, but also availability and quality of public transport or employment rates.

Social issues: in Austria, security is an important factor

Austria has a comprehensive social security system which is based on two cornerstones: on the one hand, the working population (and through them also their relatives) are insured regarding health issues, accidents, unemployment, maternity leaves or pensions. On the other hand, there are public welfare services for anybody whose existence is not secured through gainful employment. In addition to this, the principle of compulsory insurance applies throughout Austria. The country's social system is financed through taxes and duties. Austria is also pursuing reforms to ensure sustainability in its social security system. For example, the statutory retirement age was recently increased – the retirement age of 65 for men will now also apply to women.

Let's meet in Austria: a popular and safe year-round travel destination

With its unique and opulent combination of art, culture, nature and sports, Austria's tourism offerings have turned the small country into one of the most popular travel destinations worldwide. It is also one of the most tourism-intensive countries of the world with respect to both the arrival of tourists and the number of overnight stays, which sum up to more than 132 million per year. In addition to this, Austria is one of the most popular locations for conventions. The federal capital in particular plays an important role in this respect, as this is where almost 40 percent of all conventions and conferences in Austria are held. For the eighth time in a row, Vienna has been at the top of the International Congress and Convention Association's international city ranking.

This is Austria

Economic success and political stability. Innovative entrepreneurship and a well-trained workforce. Social security and a consensus-oriented, social partnership system based on excellent relationships between employers and employees. And an economy focussed on Europeanisation and internationalisation. All of these are important qualities our country has to offer. And not to forget: the highly valued quality of living, the excellent health and environmental standards, the special cultural tradition, as well as legal security and a high degree of protection from crime. These strengths contribute to the fact that in the 21st century, the Austrian model continues to be seen as a successful one. And it is thanks to these strengths that Austria is among the most attractive places to work and do business in the world.

Tip!

Austria is an attractive business location. The Austrian Foreign Trade Organisation has produced an image video on this subject.

English

<https://www.youtube.com/watch?v=A58ONpHgA4>



German

<https://www.youtube.com/watch?v=0xyUtMKyudo&list=UUSMkisZ-BMTkzkOJs9HW3rQ>



AUSTROFACTS

8,507,786

Austria has a population of approximately 8.5 million inhabitants.



International students in Austria

Approximately a quarter of all students come from abroad. Between the years 2003 and 2013 alone, their number doubled to more than 91,000 students at public and private universities, universities of applied sciences and teacher training colleges.

Numbers and courses of studies

To be exact: 91,445 foreign students participated in Bachelor's, diploma, Master's or doctorate studies programmes at public and private universities, universities of applied sciences and teacher training colleges during the winter semester of 2013/2014. This corresponds to approximately 25 percent of all students in Austria. The three most important countries of origin for these students are Germany (more than a third of the foreign students), Italy (mainly from the German-speaking region of South Tyrol) and Turkey. The following ranks are taken by countries such as Bosnia-Herzegovina, Hungary, Bulgaria and Croatia. During the winter semester of 2013/2014, almost 6,700 foreign students were enrolled in universities of applied sciences (approximately 15 percent of all students at such universities), while approximately 3,000 foreign students were enrolled in private universities (approximately 40 percent of all students at private universities).

Foreign students have different reasons for coming to Austria to study. During a social survey conducted among students, foreign students were asked about their motives for coming to Austria to study. The reasons most frequently cited related to the university at which the student was enrolled ("University has a good reputation", "Quality of the studies", etc.) or to Austria in general ("Reasonable cost of living", "Learn German", "Austria is close to the home country"). Reasons relating to the home country such as "Did not get a place in university" are mentioned mainly by students from South Tyrol and Germany, but in general are cited less frequently than reasons linked to Austria.

In Austria, study courses are offered by the following institutions:

- Universities and university of arts
<http://www.studienwahl.at/>
- Universities of applied sciences
<http://www.fachhochschulen.at/>
- Teacher training colleges
<http://www.paedagogischehochschulen.at/>
- Private universities
<http://www.privatuniversitaeten.at/>

Educational courses at the following institutions are also considered academic studies:

- Philosophical-Theological University of the Diocese of St. Pölten
<http://www.pth-stpoelten.at/>
- Universities of the Orders at the Heiligenkreuz Monastery (Cistercian monastery)
<http://www.stift-heiligenkreuz.org/>
- St. Gabriel near Mödling (SVD-Societas Verbi Divini)
<http://www.rti-stgabriel.at/>
- International Theological Institute for Studies on Marriage and the Family in Gaming
http://www.iti.ac.at/de/academics/academics_faculty_main.htm

Prerequisites for studying in Austria

Should you have questions regarding studies and admissions at a certain educational institution in Austria, please contact your chosen institution directly for further information.

- <http://www.studyinaustria.at>

AUSTROFACTS

101

The population density is 101 inhabitants per km².



Admission deadlines

For the winter semester, your complete admission application must be received by the university by the 5th of September, for the summer semester the deadline is the 5th of February.

Certain fields of study and other institutions such as universities of applied sciences may require admission tests (usually only once per year!). In these cases, please contact the respective institutions for further information regarding their admission deadlines, as these may be much earlier.

It is therefore recommended to get in touch with your chosen Austrian educational institution approximately a year before you intend to start your studies, in order to obtain information on applicable admission deadlines.

Admission deadlines for studies at universities and university of arts:

- <http://www.studienbeginn.at>

Special deadlines apply to universities of applied sciences and private universities:

- <http://www.fachhochschulen.at/>
- <http://www.privatuniversitaeten.at>

AUSTROFACTS

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Austria shares a border with eight different states:

Germany
Czech Republic
Slovakia
Hungary
Slovenia
Italy
Switzerland
Liechtenstein

Residence in Austria

Depending on their nationality, different regulations apply to students: the Austrian laws differentiate between citizens of the European Economic Area (EEA) and citizens of all other states – the so-called third-country nationals.

Citizens of EEA states and Switzerland do not need a visa or a residence permit to be able to study in Austria. Third-country nationals, however, require a visa and/or a residence permit for their study visit to Austria.

Important!

Irrespective of nationality, anybody living in Austria is subject to compulsory registration. This means that within three days after arriving in Austria, you need to register your place of residence in Austria with the competent authority: with the municipal office or magistrate, in Vienna with the municipal district office (Magistratisches Bezirksamt). When you move out again, you need to notify the same registration office of your departure within three days.

EU/EEA states and Switzerland

Students who are citizens of an EEA state or Switzerland and plan to live in Austria for more than three months require a so-called **registration certificate** which serves to document their right of residence. For this, they need to contact the competent registry office within four months of their arrival. In Vienna, this is Municipal Department 35 (EEA department), in the other federal states the governor or the duly authorised district authorities. This also applies to family members who are citizens of an EEA state or Switzerland. Family members from third countries need to apply for a "residence card".

Check list for the registration certification:

- Application form
- Valid identity card or passport
- Proof of admittance to an educational institution (e.g. university, university of applied sciences)
- Proof of sufficient means of subsistence
- Proof of sufficient health insurance
- Current registration (registration form)
- Costs: 15 euros.
Further fees may apply.

This registration certificate does not need to be extended. Before leaving Austria, however, you should notify the competent authority of your departure.

Third-country nationals

Study visits of up to 6 months

A **type C visa** generally entitles you to enter and reside in the Schengen States for a total duration of up to 90 days. You can find out whether you actually need a visa for such a period of time or if you can enter the country without a visa on the Federal Ministry of the Interior's website.

With a **type D visa**, you can enter Austria and reside within the country for a duration of 91 days to six months, depending on the period of validity. Holders of a type D visa may travel freely within the entire Schengen area for up to 90 days within a period of 180 days.

The earliest time, when a visa application can be submitted, is three months prior to the planned travel date, and it should under no circumstances be submitted to the competent Austrian representation authority (embassy or consulate general) abroad later than 15 calendar days prior to the planned stay in Austria. Ideally, the application should be submitted as soon as the travel dates are known.

In order to avoid waiting times, it is recommended to make an appointment with the respective Austrian representation authority by telephone or via the Internet. In some regions, there are also service providers who have been assigned by the Austrian Ministry of Foreign Affairs where you can also submit your visa applications. Details on these are available on the websites of the respective embassies.

Family members of students (this includes spouses, children up to the age of 21 or older, provided that they actually receive support) may obtain a visa under the same conditions.

AUSTROFACTS

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Austria has nine independent federal states:

Burgenland
Carinthia
Lower Austria
Upper Austria
Salzburg
Styria
Tyrol
Vorarlberg
Vienna

Check list for visas:

- Fully completed and personally signed application form (available from the Austrian representation authorities and their web-sites).
- Valid travel document which is valid for at least three months after the expiration of the visa, has at least two empty pages and was issued during the past ten years.
- A passport photo which meets the ICAO criteria (colour, size of 3.5 x 4.5 cm).
- Presentation of a foreign travel health insurance policy taken out for the planned time of the stay and covering all risks (coverage of at least 30,000 euros for the entire Schengen area).
- Proof of sufficient financial means of subsistence for the duration of the study visit amounting to 473.70 euros per month for students up to the age of 24 and to 857.73 euros per month above the age of 24 (as of: 2014). The above-mentioned amount includes rent for accommodation of up to 274.06 euros per month – if the actual rent is higher, correspondingly higher means must be shown. The financial means may be substantiated towards the competent immigration authority by bank statements, savings books, scholarship confirmations or an electronic guarantee letter (EVE) by the inviting person.
- Flight, bus or rail travel reservation.
- Proof of accommodation (e.g. confirmation of a registration in a student hostel, rental contract, agreement on living arrangements).
- Notice of admission issued by the Austrian educational institution.
- Proof of current student status in the home country (e.g. provision of a confirmation issued by an educational institution).

Please note that a visa cannot be applied for or extended within Austria!

Study visits of more than 6 months

For this, third-country nationals need a so-called “Residence Permit – Student”. It is important to know whether or not you need a visa to enter Austria, because the procedure to follow for an initial application for a residence permit depends on this. You can find out whether or not you need a visa on the Ministry of the Interior’s website at: www.bmi.gv.at.

If you do not need a visa to enter Austria:

The initial application for an Austrian residence permit can only be submitted in person. You can apply with the competent Austrian representation authority responsible for the applicant’s place of residence or immediately after entering Austria with the competent immigration authority. Should you not be granted a residence permit within the visa-free time period, you must exit the Schengen area and wait for approval abroad.

If you do need a visa to enter Austria:

The initial application for an Austrian residence permit can only be submitted in person. Application must be made with the local competent Austrian representation authority. Which authority is responsible depends on the applicant’s place of residence. The decision must be awaited abroad. Therefore, you should submit your application at least three months prior to your planned entry into Austria. When planning your application process, please take into consideration that you need to obtain the documents in your home country and to have them translated and certified.

After a residence permit has been granted, that applicant is notified by the representation authority. After this, you have three months’ time to apply for a type D visa. The residence permit must be picked up in Austria six months after notification by the representation authority at the latest, and under all circumstances within the period of validity of the visa.

As a general rule, the “Residence Permit – Student” is issued for 12 months, unless you apply for a shorter time or your travel document has a shorter period of validity. As a student, you are not required to fulfil an integration agreement.

AUSTROFACTS

1,781,105

Vienna is Austria’s federal capital and has approximately 1.78 million inhabitants.

Check list “Residence Permit – Student”:

- Fully completed and signed application form (available from the Austrian representation authorities and the website of the Austrian Ministry of Interior Affairs at www.bmi.gv.at/niederlassung)
- Copy of the valid travel document
- Birth certificate
- Current passport photo complying with the ICAO criteria (colour, size of 3.5 x 4.5 cm).
- Police clearance certificate (in countries where available)
- Notice of admission/confirmation of enrolment issued by the Austrian educational institution
- Proof of sufficient financial means of subsistence for the duration of the stay, with a maximum, however, of one year in advance:
 - For students up to the age of 24 currently 473.70 euros per month
 - Above the age of 24 currently 857.73 euros per month
 - The above-mentioned amounts include rent for accommodation of up to 274.06 euros per month. (Amounts as of 2014). If the actual rent is higher, correspondingly higher means must be shown.
 - Proof of financial means may be provided as a savings book with an Austrian financial institute, a bank account in the home country to which access from Austria is possible, the proven purchase of travellers’ cheques, or a declaration of liability signed by a person living in Austria.
- Proof of a legal claim to accommodation in Austria: e.g. rental contract, usage agreement with student hostel, agreement on living arrangements.
- Proof of a (travel) health insurance valid in Austria with a covered amount of at least 30,000 euros for the period of time from entry into the country until the conclusion of a student self-insurance in Austria.

The fee for the first residence permit is 120 euros (80 euros upon application with the Austrian representation or immigration authority, the residual amount when the residence permit is issued). Further fees may apply.

All required documents must be provided as originals and as copies – usually certified copies of foreign documents must be provided. Foreign-language documents must be accompanied by a German translation prepared by a state-certified translator.

“Residence Permit Family Community”

Members of a student’s family require a so-called “Residence Permit Family Community” for their stay in Austria.

If you do need a visa to enter Austria:

The application for the residence permit must be submitted in person with the competent Austrian representation authority. The application for the residence permit must be submitted at least three months prior to the planned entry into the country.

If you do not need a visa to enter Austria:

Third-country nationals who may enter Austria without a visa may also apply for their residence permit in Austria – personally and immediately after entering Austria, with the competent immigration authority.

Check list for the initial application for a “Residence Permit – Family Community”:

- Fully completed and signed application form (available from the Austrian representation authority and on the Ministry of the Interior’s website at www.bmi.gv.at/niederlassung)
- Copy of the valid travel document
- Birth certificate
- Proof of family relationship (e.g. marriage certificate) and family community in the home country
- Current passport photo complying with the ICAO criteria (colour, size of 3.5 x 4.5 cm)
- Police clearance certificate (in countries where available)
- Proof of sufficient financial means of subsistence for the duration of the stay, with a maximum, however, of one year in advance:

For married couples a total of 1,286.03 euros per month, for each minor child an additional amount of 132.34 euros per month (amounts as of 2014). The above-mentioned amounts include rent for accommodation of up to 274.06 euros per month. If the actual rent is higher, correspondingly higher means must be shown.

 - A savings book with an Austrian financial institute, a bank account in the home country to which access from Austria is possible or the proven purchase of travellers’ cheques.
- Proof of accommodation in Austria: e.g. rental contract, usage agreement with student hostel, confirmation on accommodation
- Proof of health insurance valid in Austria
- The fee for the residence permit is 120 euros (80 euros upon application with the Austrian representation or immigration authority, the residual amount when the residence permit is issued). Further fees may apply.

AUSTROFACTS

50,000

In the year 2012,
50,000 new jobs were
created.



All required documents must be provided as originals and copies, which upon demand by the authorities may need to be certified. Foreign-language documents must be submitted together with an authorised translation.

As a general rule, the “Residence Permit – Family Community” is issued for the time of validity of the student’s residence permit, unless you apply for a shorter time or your travel document has a shorter period of validity.

Family members of students who receive a residence permit do not need to fulfil an integration agreement.

Students with admission or entrance tests

Students who can enter the country without a visa may participate in the admission or entrance test and then personally apply for a residence permit with the Austrian immigration authorities. The application for the residence permit should be submitted as soon as possible after entering the country – under all circumstances, however, prior to the expiry of the visa-free stay. If the residence permit is not granted prior to the expiry of the visa-free stay, you must leave Austria and await approval abroad.

Students who require a visa and need to participate in an admission or entrance test need a conditional notice of admission from the institution at which they intend to study. With this, they can apply personally for a residence permit with the competent Austrian representation authority. In this case, financing and accommodation only need to be “credibly demonstrated” (no final proof is required). Processing of the application must be awaited outside of Austria. Because of this, the application should be submitted at least 3 months prior to the date of the admission or entrance test.

If a positive decision is made by the immigration authority, the representation authority abroad issues a type D visa with a period of validity of 4 months.

The student uses the visa to enter Austria in order to participate in the admission or entrance test. After a successful admission or entrance test, the student must then submit the university’s confirmation of enrolment to the immigration authorities. In addition to this, he or she now needs to provide proof of financing and accommodation, which previously only had to be demonstrated “credibly”. For this, the final residence permit is granted. The residence permit must be picked up during the period in which the visa is valid.

Extension of the residence permit

The application for an extension of a residence permit must be submitted in person with the competent Austrian immigration authorities, at the latest prior to expiration of the old residence permit, but no earlier than three months prior to its expiration. Residing in Austria remains legal during the period in which the decision regarding the extension application is made. This also applies if the previous residence permit has already expired. After expiration of the old residence permit, however, travel to other Schengen states is prohibited.

Check list for an application for an extension of the “Residence Permit Student”:

- Fully completed and signed application form (available from the domestic immigration authorities and the Ministry of the Interior’s website)
- Copy of the valid travel document
- Current passport photo complying with the ICAO criteria (colour, size of 3.5 x 4.5 cm)
- Proof of sufficient financial means for a further year in Austria: for students up to the age of 24 473.70 euros per month and above the age of 24 857.73 euros per month (amounts as of 2014).
The above-mentioned amounts currently include rent for accommodation of up to 274.06 euros per month. If the actual rent is higher, correspondingly higher means must be shown.
 - Proof of financial means may be provided as a savings book with an Austrian financial institute, a bank account in the home country to which access from Austria is possible or the proven purchase of travellers’ cheques.
- Proof of a legal claim to accommodation in Austria: e.g. rental contract, usage agreement with student hostel, agreement on living arrangements
- Proof of health insurance valid in Austria

AUSTROFACTS

3,620,200

All in all, more than 3.62 million dependent workers are employed in Austria

- Written proof of successful completion of university studies, as a general rule by means of exams taken, to the extent of 8 hours per week or 16 ECTS credits per academic year. Doctoral students submit a confirmation signed by their programme advisor documenting their successful study progress. In the event of inevitable and unforeseeable reasons outside of the student's sphere of influence, the residence permit may be extended on a case-by-case basis even if proof of successful studies is not provided.
- Confirmation of continued enrolment by the university, current student registry.
- The authorities may request the provision of further documents.
- The fee for the extension of the residence permit is 100 euros. Further fees may apply.

A change to the purpose of the residence permit is permissible. However, this applies only in cases in which the student fulfils the requirements for the requested new residence permit. The application must be submitted prior to the expiry of the current residence permit. For this, a purpose amendment request must be submitted to the immigration authorities.

AUSTROFACTS

8.3%

Austria has a youth unemployment of 8.3 percent.

Working while studying

Whether or not you as an international student or graduate of an Austrian university need a permit to work depends on your nationality. Here, too, different regulations apply.

Students from EU/EEA countries and Switzerland

As stipulated by the principle of free movement of workers, citizens of an EEA member country or Switzerland have the right to live and work in Austria without a residence or work permit. In order to document their right of residence, they merely need to apply for a “registration certificate” with the competent immigration authorities. This also applies to relatives such as spouses, children, stepchildren and adoptive children, if they are citizens of an EU/EEA member state. For EU citizens from Croatia, different terms apply:

Exceptions for students from Croatia

Since Croatia joined the EU in 2013, Croatian citizens in Austria are subject to so-called transitional arrangements which regulate their access to the Austrian labour market. So if you would like to take up employment in Austria, you will, for the time being, need a work permit. Your employer must apply for this permit on your behalf with the public employment service (AMS), and such a permit is only valid for this employer or this job position. Such a permit is even required for minor employment. Croatian

citizens can only be granted free access to the labour market after one year of continued employment in Austria. However, you need to have this confirmed by the AMS.

Transitional arrangements for Croatian citizens will apply no longer than until 30 June 2020 – this is the latest point in time at which Croatian citizens are granted the same status as all other EU citizens and will no longer require a work permit. Until then, however, the same criteria for being granted a work permit apply as for students from third countries (see next subitem).

Students from third countries

During the studies

If you are a citizen of neither an EEA state nor Switzerland, but have the “Residence Permit Students” in Austria and want to work, you are subject to the so-called Employment of Foreign Nationals Act (“Ausländerbeschäftigungsgesetz”). Broadly speaking, it allows you employment to a limited extent – either dependent or self-employed. On a more detailed level, the following provisions apply:

Dependent employment

For any type of dependent employment (including minor employment), you will need a work permit. Your employer must apply for this permit on your behalf with the public employment service (AMS), and such a permit is only valid for this employer or this job position. Students from third countries may already gain practical experience during their studies and receive a work permit without labour market examination for the following number of hours:

- During the first stage of diploma studies or during Bachelor’s studies up to 10 hours per week
- From the second stage of diploma studies onwards or during Master’s/doctorate studies up to 20 hours per week

Labour market examination

During the labour market examination it is verified that no other suitable employee on the Austrian labour market is available for the desired position.

If no labour market examination is carried out, it is easier to obtain a work permit. Only if an employment of more than 10 or 20 hours per week is sought, a labour market examination is carried out. Employment may not, however, have a negative impact on the studies.

After graduating from your studies in Austria, and if an adequate job offering is available, you have the possibility of applying for a “Red-White-Red Card” for permanent residence in Austria. For the exact conditions, see the section on the “Red-White-Red Card for graduates”.

22.4%

Austria's youth unemployment level is one of the lowest in the EU. The EU-27 average is at 22.4 percent.

Contracts of employment:

There are different types of employment contracts for dependent employees:

Freelance service contract:

A freelance service contract is characterized, among other things, by no or only a very slight "personal dependence" on the employer. This means that with a freelance service contract you are neither bound to certain working hours nor to a certain place of work or to employer instructions. But this also means that certain labour regulations such as minimum leave of five weeks or continued remuneration in the case of sickness do not apply to you. The freelance service contract does not bind your employer to a minimum wage rate or a collective agreement if you consider your pay to be too low. In addition to this, you have to pay taxes on your income yourself.

True contract of employment:

Among other criteria, you have a "true" contract of employment if you are required to perform your services in person and cannot choose to have a representative stand in for you. As an employee, you are subject to your employer's instructions and bound to certain working hours and a certain workplace. Certain working hours and breaks are mandatory for you. The same applies, for example, to the participation in meetings or the mandatory use of uniform working clothes. You are fully subject to labour law and are therefore entitled to holidays, continued remuneration in the case of sickness and minimum wages stipulated by collective agreements (incl. special payments). Income taxes and social security contributions will be paid on your behalf by your employer.

Without a work permit:

For the following types of employment, you do not need a work permit, but you will need a confirmation of registration:

- Voluntary service
- Professional practical training (= internship provided for within the Austrian educational institution's curriculum)

The employer must report this employment to the public employment service (AMS) and the tax authorities at least two weeks prior to commencement of your activities and will receive a confirmation of registration, provided that all requirements are met.

You will need neither a work permit nor a confirmation of registration for the following activities:

- Scientific activities in research and teaching, in the development and the appreciation of the arts, as well as in teaching art, e.g. as teaching assistant,
- Activities carried out within EU education and research programmes (e.g. Erasmus+) or
- Activities related to mutual exchange programmes in which at least one Austrian university participates (OeAD, AIESEC, ELSA, IAESTE, FHK)

Students' family members who are citizens of third countries (with a "Residence Permit Family Community") are not allowed to pursue gainful employment in Austria.

Self-employment

Contract for work and services

Such a contract also requires no work permit. In contrast to dependent employment, this is an activity which has as a subject matter of the contract the provision of a service/result. As a self-employed contractor, you are not bound to fixed working hours or the employer's organisation. You can freely choose your place of work. As a contractor, you are also responsible for registering with the social security authorities and the payment of taxes such as value added tax and income tax.

In many cases, you need an authorisation to pursue business activities in order to work in an independent capacity. Such an authorisation is issued by the competent trade authority (the district authorities or the municipal district office). The Chambers of Commerce will advise and support you in registering a trade.

Attention!

As it is often difficult to determine whether a service contract is a freelance service contract or a contract for work and services, while it does, however, determine whether you need a work permit or not, you should under all circumstances seek further information from the Chamber of Labour, the public employment service or other counselling institutions prior to commencing your gainful occupation.

AUSTROFACTS

13.3%

In 2013, 13.3% of the working population in Austria were self-employed.



Work and residence after completing studies

Those who have successfully graduated from a university in Austria can frequently look back at fulfilling student years: many have put down roots during their studies, made new friends and established new contacts. In addition to this, their knowledge of the German language usually is very good by this time. With this, they have extraordinarily good prospects of remaining in Austria to live and work here.

Citizens of EEA member states (EU states, as well as Iceland, Liechtenstein, Norway) and Switzerland need neither a residence permit nor a work permit. They do, however, require a registration certificate (see page 14 of this document). Until the middle of 2020 at the latest, Croatian citizens will, for the time being, require a work permit in order to pursue gainful dependent employment. After one year of legal employment in Austria, they receive free access to the labour market (confirmation of free movement issued by the AMS).

Residence for the purpose of searching for employment

If you as a third-country national would like to remain in Austria after graduating, you should get in touch with the immigration authorities in good time prior to the expiry of your current residence permit. Graduates of a diploma or Master's programme may request a one-time confirmation with which they may continue to reside in Austria for further six months in order

to search for a job. As a matter of principle, the following applies: you are only entitled to receive this six-month confirmation if you have pursued at least the second stage of your diploma studies or your entire Master's programme at an Austrian university.

In order to obtain this confirmation for half a year, you need to provide the immigration authorities with proof of, in particular, sufficient means of subsistence, as well as healthcare coverage and accommodation according to local standards. Please submit the application to the competent settlement authority in person. If you do not find an adequate job within the validity period of the confirmation granted for a job search, you must leave Austria. You are not allowed to travel to other Schengen states with this confirmation alone.

The "Red-White-Red Card" for graduates

All citizens of EEA member states and Switzerland have free access to the Austrian labour market (excluding Croatia, which has been a EU member since 1 July 2013). Young academics from third countries have the possibility of applying for the "Red-White-Red Card" under facilitated conditions. The "Red-White-Red Card" allows you to take up residence and employment with a certain employer in Austria. University graduates can apply for the "Red-White-Red Card" if they meet the following requirements:

- The second stage of diploma studies or Master studies was successfully completed at an Austrian university
- A job position which corresponds to the level of education was found
- Monthly minimum gross salary of 2,038.50 euros plus special payments (as of 2014)

Important!

The "Red-White-Red Card" must be issued by the immigration authorities before the current residence permit or the confirmation granted for a job search expires. **Attention:** For this, the duration of proceedings, which according to the law is eight weeks, is included. You therefore do not have the full six months available for your job search.

Required documents for graduates

In order to be able to apply for a "Red-White-Red Card", the following documents are required:

- Application form
- Current passport photo
- Valid travel document
- In order to prove university studies in Austria after the second stage of studies or half of the ECTS credits: Provision of the corresponding student register and the according examination certificates

AUSTROFACTS

34,600,000

With 34.6 million visitors, Austria is one of the most popular travel destinations in the world.



- In order to prove a completed diploma or Master's degree programme in Austria: Provision of a certificate on the successful graduation from this study programme
- Proof of sufficient financial means (cf. minimum gross salary!)
- Proof of accommodation
- Proof of a health insurance covering all risks
- "Employer certificate" form, to be found on the Ministry of the Interior's website at www.bmi.gv.at/niederlassung

The authorities may demand the provision of further documents.

Important!

Young academics who have only graduated from a Bachelor's programme in Austria cannot apply for the "Red-White-Red Card" for graduates. They can, however, apply for the "Red-White-Red Card" as an "Other Key Worker". For this, in particular a job offer with a minimum gross salary of 2,265 euros (under the age of 30) or 2,718 euros (above the age of 30) must be presented, and the minimum number of points must be reached. In addition to this, a labour market examination is carried out. Further information and an online point check is available at www.migration.gv.at

Competent authority and fees

Please submit the application for the "Red-White-Red Card" in person with your competent immigration office. The fee is 120 euros (further fees may apply).

Family members of students who receive a "Red-White-Red Card" may apply for a "Red-White-Red Card Plus".

"Red-White-Red Card Plus"

This card is available to holders of a "Red-White-Red Card" who have already held the "Red-White-Red Card" for a period of twelve months and during these twelve months were employed according to the requirements for at least ten months.

As a holder of the "Red-White-Red Card Plus", you are entitled to work and reside anywhere in Austria. You must apply for a "Red-White-Red Card Plus" with the immigration authorities in person before your current residence permit expires. The fee is 120 euros (further fees may apply).

Check list "Red-White-Red Card Plus":

- "Red-White-Red Card"
- Valid travel document (passport)
- Current passport photo
- Secured means of support (e.g. contract of employment)
- Proof of accommodation
- Proof of health insurance
- Fee: 160 euros (further fees may apply)

The authorities may demand the provision of further documents.

72.3%

Austria's labour force participation is currently at 72.3 percent



Addresses, contacts, counselling

Links for job searches

A comprehensive overview of different job platforms is available on the AMS webpage:
www.ams.at/sfa/14800.html

Most job openings can be found in the weekend editions of large daily newspapers:

Wiener Zeitung

www.wienerzeitung.at

Die Presse

<http://diepresse.com>

Kurier

<http://kurier.at>

Der Standard

<http://derstandard.at>

Kronen Zeitung

www.krone.at

Oberösterreichische Nachrichten

www.nachrichten.at

Salzburger Nachrichten

www.salzburg.com

Kleine Zeitung

www.kleinezeitung.at

Tiroler Tageszeitung

www.tt.com

Vorarlberger Nachrichten

www.vorarlbergernachrichten.at

Jobs offered by EURAXESS

<http://ec.europa.eu/euraxess/index.cfm/jobs>

Links for the search for apartments and student housing

www.schwarzesbrett-oeh.at/wohnen

OeAD-WohnraumverwaltungsGmbH

Ebendorferstraße 7, 1010 Vienna

Tel.: +43 1 53408-800

www.housing.oead.at

COUNSELLING CENTRES

Federal Delegation of the Austrian

National Union of Students

Taubstummengasse 7-9, 1040 Vienna, 4th Floor

Tel.: +43 1 310 88 80-0

Fax: +43 1 310 88 80-36

E-mail: oeh@oeh.ac.at

www.oeh.ac.at

Counselling Centre for Migrants

Hoher Markt 8/4/2/2, 1010 Vienna

Tel.: +43 1 712 56 04

Fax: +43 1 712 56 04-30

www.migrant.at

LANGUAGE COURSES

An overview of all language course offerings is available at the ÖIF language portal:

Austrian Integration Fund Language Team

Landstraßer Hauptstraße 26, 1030 Vienna

Language hotline: +43 1 715 10 51-250

E-mail: sprache@integrationsfonds.at

<http://sprachportal.integrationsfonds.at>

Important addresses

MINISTRIES

Federal Ministry of Science, Research and Economy

Stubenring 1, 1010 Vienna

Tel.: +43 1 711 00-0

www.bmwf.gv.at

Federal Ministry of Family and Youth

Stubenring 1, 1010 Vienna

Tel.: +43 1 711 00-0

www.bmwfj.gv.at

Federal Ministry of the Interior

Herrengasse 7, 1014 Vienna

Tel.: +43 1 531 26-0

www.bmi.gv.at

Federal Ministry of Labour, Social Affairs and Consumer Protection

Stubenring 1, 1010 Vienna

Tel.: +43 1 711 00-0

www.bmask.gv.at

Federal Ministry for Europe, Integration and Foreign Affairs

Minoritenplatz 8, 1014 Vienna

Tel.: +43 1 501 150-0

www.bmeia.gv.at

OPPORTUNITIES FOR STUDIES
AND SCHOLARSHIPS

**OeAD (Österreichische
Austauschdienst)-GmbH**

Ebendorferstraße 7, 1010 Vienna
Tel.: +43 1 53408-0
E-mail: info@oead.at
www.oead.at
www.grants.at

RESIDENCE & SETTLEMENT

ÖIF - Austrian Integration Fund

Landstraßer Hauptstraße 26, 1030 Vienna
Tel.: +43 1 715 10 51-180
E-mail: wien@integrationsfonds.at
www.integrationsfonds.at

**OeAD (Österreichische
Austauschdienst)-GmbH**

Ebendorferstraße 7, 1010 Vienna
Tel.: +43 1 53408-0
E-mail: info@oead.at
www.oead.at

www.migration.gv.at

**Dept. 35 - Immigration, Citizenship,
Registry Offices**

Dresdner Straße 93, 1200 Vienna, Block C
Tel.: +43 1 4000 35 35
Fax: +43 1 4000 993 50 10
E-mail: post@ma35.wien.gv.at
www.wien.gv.at/verwaltung/personenwesen

REGISTRATION

**Information on the registration of your place
of residence is available at: www.help.gv.at**

LABOUR MARKET - AMS

Public Employment Service Burgenland

Permayrstraße 10, 7000 Eisenstadt
Tel.: +43 2682 692-0
www.ams.at/bgld

Public Employment Service Carinthia

Rudolfsbahngürtel 42, 9021 Klagenfurt
Tel.: +43 463 38 31-0
www.ams.at/ktn

Public Employment Service Lower Austria

Hohenstaufengasse 2, 1013 Vienna
Tel.: +43 1 531 36-0
www.ams.at/noe

Public Employment Service Upper Austria

Europaplatz 9, 4021 Linz
Tel.: +43 732 69 63-0
www.ams.at/ooe

Public Employment Service Salzburg

Auerspergstraße 67a, 5020 Salzburg
Tel.: +43 662 88 83-0
www.ams.at/sbg

Public Employment Service Styria

Babenbergerstraße 33, 8020 Graz
Tel.: +43 316 70 81-0
www.ams.at/stmk

Public Employment Service Tyrol

Amraser Straße 8, 6020 Innsbruck
Tel.: +43 512 584 664
www.ams.at/tirol

Public Employment Service Vorarlberg

Rheinstraße 33, 6901 Bregenz
Tel.: +43 5574 691-0
www.ams.at/vbg

Public Employment Service Vienna

Landstraßer Hauptstraße 55-57, 1030 Vienna
Tel.: +43 1 878 71
www.ams.at/wien

Public Employment Service Austria

Treustraße 35-43, 1200 Vienna
Tel.: +43 1 331 78-0
www.ams.at

LABOUR LAW - INTEREST GROUPS

Austrian Chamber of Labour

Prinz-Eugen-Straße 20-22, 1040 Vienna
Tel.: +43 1 501 65-0
www.arbeiterkammer.at

Austrian Chamber of Commerce

Wiedner Hauptstraße 63, 1045 Vienna
Tel.: +43 5 90 900
Fax: +43 5 90 900 5678
www.wko.at

CONTACT POINTS FOR SCHOLARSHIPS

Scholarship Office Vienna

Gudrunstraße 179A
1100 Vienna
Tel.: +43 1 60 173-0
Fax: +43 1 60 173-240
E-mail: stip.wien@stbh.gv.at

Scholarship Office Graz

Metahofgasse 30
8020 Graz
Tel.: +43 316 813 388-0
Fax: +43 316 813 388-20
E-mail: stip.graz@stbh.gv.at

Scholarship Office Innsbruck

Andreas-Hofer-Straße 46
6020 Innsbruck
Tel.: +43 512 573 370
Fax: +43 512 573 370-16
E-mail: stip.ibk@stbh.gv.at

Scholarship Office Klagenfurt

Nautilusweg 11
9020 Klagenfurt
Tel.: +43 463 514 697
Fax: +43 463 514 697-19
E-mail: stip.klf@stbh.gv.at

Scholarship Office Linz

Europaplatz 5a
4020 Linz
Tel.: +43 732 664 031
Fax: +43 732 664 031-10
E-mail: stip.linz@stbh.gv.at

Scholarship Office Salzburg

Paris Lodronstraße 2
5020 Salzburg
Tel.: +43 662 842 439
Fax: +43 662 841 560
E-mail: stip.sbg@stbh.gv.at

RESEARCH

EURAXESS

The mobility portal for researchers and network of the Austrian EURAXESS Service Centres provides information for researchers and their family members on:

- The Austrian research landscape
- Scholarships and research grants
- Job vacancies in the area of scientific research
- Entry and employment requirements
- Social security and taxes
- Practical issues of everyday life (e.g. accommodation, childcare, language courses, etc.)

www.euraxess.at

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