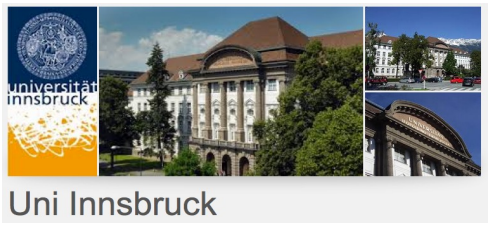
FACT SHEET

Faculty of Business and Management

IWW-OFFICE Innsbruck, Austria

University: *Innsbruck University - Leopold-Franzens-Universität Innsbruck*
Faculty: *Faculty of Business and Management*
Department: *IWW-Office – Internationale Wirtschaftswissenschaften*
International Economic & Business Studies
Erasmus Code: *AINNSBRU01*

Address
Faculty of Business and Management
SOWI / IWW-OFFICE
Universitätsstraße 15
6020 Innsbruck
Austria



Contact - pleas send emails ONLY to iww@uibk.ac.at

Phone / Fax number / e-mail / web
+43 512 507 73.181 / +43 512 507 73.197 / iww@uibk.ac.at / https://www.uibk.ac.at/iww/index.html.en



Incoming Coordinator / Assistant
Mr. OR Mag. ***Christoph Kornberger*** */ Responsible for* ***Incoming*** *students*
+43 512 507 73.181 / iww@uibk.ac.at



Head of department
Ms. OR Mag. ***Elke Kitzelmann*** */ Dean of studies / Responsible for* ***Outgoing*** *students*
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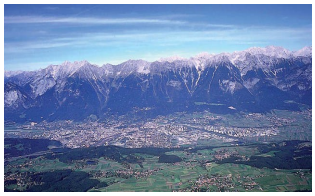


Secretary Office / Promotional Materials
Ms. ***Dilay Yagmur***
+43 512 507 73.181 / iww@uibk.ac.at

LFU - **L**eopold **F**ranzens **U**niversität Innsbruck







Learning Agreement Information:

We kindly ask to complete the LA as follows:
Name: ***Universität Innsbruck***
Faculty: ***Faculty of Business and Management***
Department: ***IWW-Office***
Erasmus Code: ***AINNSBRU01***
Address: ***Universitätsstrasse 15, 6020 Innsbruck, Austria***
Country(code): ***Austria, AUT***
Contact (responsible) person: ***OR Mag. Christoph Kornberger***
Email/Phone: ***iww@uibk.ac.at / +43 512 507 73.181***
Web: ***www.uibk.ac.at/iww***

Exact course title and course code (PS only) are required to check the LA from our side

Faculty/College students study in:

LEOPOLD FRANZENS UNIVERSITÄT INNSBRUCK / Österreich:
- *Faculty of Business and Management*
- *School of Political Science and Sociology*
- *Faculty of Economics and Statistics*



Web address for incoming students
https://www.uibk.ac.at/iww/incomings/

Winter semester duration (WS) / Application documents deadline
October – February (15 weeks) / August 15th

Summer semester durtion (SS) / Application documents deadline
March – July (15 weeks) / January 15th

Online Application - Link
- The online application link will be closed one working day before the document deadlines

Introduction days:
- App. 1 week before the semester starts
- winter semester: about end September / begin October
- summer semester: about end February / begin March



Exam week (Bachelor only):
- winter semester: start app. 15th February - +/- 3 days
- summer semester: start app. 15th July - +/- 3 days
- oral exams one week later, but we try to organize the oral exam within the written exam week.
- no distance exams
- Master students (final) exams take place: WS: end of January / SS: end of June



Faculty of Business and Management

The INTRODUCTION is compulsory for every business bachelor / master student

In the introduction the following information will be provided to the students:
- *registration at the university*
- *about Innsbruck / Austria*
- *about the university / faculty*
- *general useful information*
- *modular system, registration, etc.*

Other relevant dates
Modular enrolment will be done online during the introduction days. Deadline for module registration will be around the official semester start.
***If students miss this date, they will not be able to register for modules/courses**.*

Application procedure
*Business bachelor/master students find **an online application (**will always be opened in April / closed Jan 15th**)** on our website.*

The application process - steps 1-10

Step 1 – Check application deadlines - https://www.uibk.ac.at/iww/incomings/
Step 2 – Check the availability of your university
Step 3 – Check your exchange status and sty programme
Step 4 – Fill in the online application to register at the IWW-Office (IWW-Office = incoming coordinators)
Step 5 – Prepare documents
Step 6 – Create personal university student account
Step 7 – Upload requested documents
Step 8 – Documents check
Step 9 – Acceptance letter - can be downloaded - you will be informed by email
Step 10 – Admission documents - can be downloaded - you will be informed by email

Documents required for application:
*The student need to send the application documents **in one email**. More information are on our homepage.*

We strongly advice the student to make sure, that documents are correctly completed and signed:

- 1 Application – (application.pdf)
- 1 Nomination - (nomination.pdf)
- 1 Photo (passport sized) – (foto.pdf or foto.jpeg)
- 1 Copy of passport/ID (readable) – (ID.pdf)
- 1 professional CV (1 page minimum / 2 pages maximum) – (CV.pdf)
- Master students have to add: 1 x transcript of records – (transcript.pdf)

*ALL documents must be uploaded in ONE Email **but** each document in an extra pdf file (no download links, zip-file, etc.)*

Website for modules available for exchange students:
http://orawww.uibk.ac.at/public/pk203.lv_kursstart?ornr_in=4
https://orawww.uibk.ac.at/public_prod/owa/lfuonline_lv.home (need to change language from DE->EN



City of Innsbruck

Study Programs

Bachelor:
*We put the bachelor students in the diploma program IWW - **I**nternatonale **W**irtschaftsw**W**issenschaften / International Economic and Business Studies (which is on master level) – as the range of modules is bigger.*

*You can only chose one study programme below **AND** your home institution **needs to have a contract with your chosen study programme!***
If a master student can not take any of these master programme as there is no contract between the two instituions, we recomand the student to chose the „Diploma Study IWW", as it is on master level. A lot of master students took this oppertunity in the past.

Bachelor: Diploma Program: IWW-International Economic & Business Studies

Master: Accounting, Auditing & Taxation
Master: Applied Economics
Master: Banking & Finance
Master: Organization Studies
Master: Strategic Management (Management, Marketing, Tourism)
Master: Commercial Informatics

as from: <<akademjahr>>

Master:
***Our office supports bachelor students in academic and organizational questions only.** But we also do the administration work for master students.*

For master programme students we kindly ask the students to read the information on our homepage: https://www.uibk.ac.at/iww/incomings/nominated-students.html.en#master

*There is only a **limited number** of places in the Master Programmes - Especially „Strategic Management".*
Therefor we would advise the students to apply as soon as possible.
We have special prerequisites for the following master programs on which you have to bring the following proof:

*To apply for a Master Program, the student needs to have passed the following at least in their **Bachelor Study:***
** Accounting, Auditing & Taxation*
15 ECTS-AP Financial Accounting and Cost Accounting
15 ECTS-AP Taxation, Controlling, Management Accounting, Accounting or Auditing

** Strategic Management*
15 ECTS-AP Financial Accounting and Cost Accounting
15 ECTS-AP Marketing, Retailing, Management, Tourism, Public-Management
7,5 ECTS-AP Mathematic or Statistic

** Banking and Finance*
30 ECTS-AP Economics, Mathematics and/or Statistics
22,5 ECTS-AP Financial Management, Bank Management, Finance Management or Risk Management

** Organization Studies*
100 ECTS-AP Business and Economics

** Business Informatics*
100 ECTS-AP Business and Economics, Business Informatics, Informatics

Modules:
Attendance: Mandatory
In general - limited number of students allowed in each class (30 – 40 -> fire authority)
No places can especially be reserved for exchange students (for the module online computer registration, exchange students receive 2000 points – Austrians & non-exchange receive 1000 points only)

Language of Instruction and Language requirement:
German and English
If the student chooses modules taught in German / English language, her/his command of German / English (spoken and written) has to be sufficient – **B2** at least - to study successfully at the Innsbruck University.
We do not ask for a language certificate.
From experience we recommend students to brush up their German/English

Language Business modules:
As the **business** language courses are reserved for regular students, exchange students can only choose a business language module if places are still available after the first course registration round.

Are intensive german language courses offered and when?
German courses are only offered during the semester!
German courses are offered at three levels at the beginning of each semester. (beginners, intermediate and advanced).

The university offers special ERASMUS German courses: intermediate and advanced. The ERASMUS courses are free of charge – but: first come – first served. For other German courses (except beginners level) students have to pay tuition fee. JOINT study students usually will be offerd a german language course by the IRO.

German language department – ISI:
https://orawww.uibk.ac.at/public/sprachenzentrum.kurse?r_id_in=49582&sem_id_in=18W

Academic prerequisites:
Two years of business/economics studies at home institution
Students from the 3rd and 4th year can apply as an exchange student

Full-time Workload for an exchange student at our institution:
4 modules per semester – 30 ECTS credits (7,5 ECTS each)
8 modules per academic year – 60 ECTS credits (7,5 ECTS each)
1 module = 4 hours per week – 1 semester -> 15 weeks

Learning expectations/ class format:
There is compulsory attendance in all modules!!!!

Final exams:

Distance exams: will not be offered!
As many students did not appear for distance exams at their institution in the past, we do not offer this service anymore!! In case of re-examination the student needs to come back to Innsbruck

Bachelor students:
Final exams take place after the end of the semester (final exam week):
Winter semester: mid February / Summer semester: mid July
Exam mode: written exam 90 minutes / advanced modules: written 60 minutes / oral after completion of the written exam. The oral exam will take place 1 – 2 week after the written exam. We try to organize the oral exam 1 – 2 days after the written exam, for those students who need to go home right after the exam week)

Master students:
The exams take place at the end of the semester: Winter semester – end of January – Summer semester – end of June

In general:
EXAMS NEED TO BE WRITTEN IN INNSBRUCK ONLY !
It is not allowed to organize (distance) final exams.



Grading system:
1 very good (A)
2 good (B)
3 satisfactory (C)
4 sufficient (D)
4 sufficient (E)
5 fail (FX)
5 fail (F)

Accommodation and others

Accommodation:
The online form for housing (ÖAD) can be found on our webpage.
There is no pick-up service provided upon arrival! As only a certain number of rooms are available and the housing situation is not the best, students should apply as soon as possible. ***WS - April, Mai, / SS - October, November, .***
It is very difficult to find private accommodation.
As soon as the student has done a reservation the ÖAD will ask for a deposit which is about > 900 €, which the student has to pay.

Others:
Students should especially study the items "Nominated Students" and "Course Information".

Estimated living expenses:
Students must be aware that life in Austria is quite expensive compared to other European countries. The average amount of money for accommodation and living will be appr. *800 € p.m.*

Academic expenses excluding tuition fees:
Tuition fee is waived for exchange students, nevertheless, all students have to pay the student union fee at registration: <<studienbeitrag>> *€* per semester (2019/20)

Schoolarship:
The university of Innsbruck does not offer schoolarships to incoming students

Other expenses:*There are many destinations to travel to/from Innsbruck. Season ticketst for skiing app. 440,00 / 480,00 €. Student semester bus ticket: 133,50 €.*

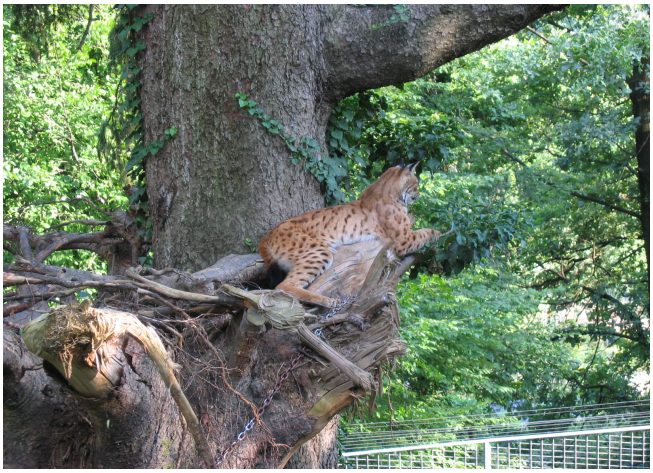
Health insurance requirements:
European students have to bring the "European Insurance Card". Non-EU students should expect to buy private health insurance in their home countries before departure or directly in Austria (59,57 € p.m.).
It is important that winter(skiing) accidents are covered!! – Students who are planning to exercise winter sports should have coverage of SAR. (helicopter rescue can cost easily 5.000,- € and more, etc.) – there are special insurance offers available in Austria between 28 € - 57 € p.m.

Visa requirements:
Please check with the Austrian Government Office in your home country. The student should apply as soon as possilbe, that we can send the concerning documents to start their visa procedure.
ATTENTION: *US and Canadian Students check this link: http://www.austria.org/students-scholars/*

Students facilities on campus:
Fitness facilities, social clubs, computers, Mensa, social activities, organised trips, e-mail accounts, student tutors, W-Lan, modern technical equipment in lecture rooms, etc.

Student services provided:
The IWW-Office is for students based at the Innsbruck University School of Management only!!

How is our information distributed:
Web: ***yes*** *Email:* ***yes*** *regular mail****: Transcript of Records as hard copy to students home address***








SOWI Innsbruck








GASTHOF
HOTEL RESTAURANT
WEISSES KREUZ

