



GUIDELINES

Welcome to the Fachhochschule Burgenland
(University of Applied Sciences Burgenland)

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Introduction

In these guidelines, typical questions asked by migrants have been formulated and the answers provided, grouped into four categories:

- General Information about the Institution and Departments
- Language Issues
- Funding and Financial Support
- Social and Practical Issues

General Information about the institution and departments

Q: Where can an overview of this institution be found?

A: The University of Applied Sciences Burgenland (Fachhochschule Burgenland), with its two campuses in Eisenstadt and Pinkafeld, has been offering its unique degree programmes, with the right mix of theory and practical training, for over 20 years. Today it has one of the best reputations for success in Austria with 99% of all graduates employed and more than 5,000 graduates in senior positions.

We offer a wide range of bachelor and master degree programmes in five areas:

- Business Studies (with a special focus on Central and Eastern Europe)
- Information Technology and Information Management
- Energy and Environmental Management
- Health
- Social Work

We take the best of Burgenland, add an intercultural perspective and combine it all with innovation and research. Having said that our main focus is the well-being of our students, so you can be sure that no one at the University of Applied Sciences Burgenland is thought of as just a number.

We support all of our students, both full-time and part-time, throughout their studies, providing them with as much help as possible.

You can find more details on our website: www.fh-burgenland.at

Q: Where is the institution and how can it be reached?

A: Our location is in Eastern Burgenland, right in the heart of Europe. Our headquarters are located in the town of Eisenstadt, about 50 km south of Vienna. One of the campuses is located in Eisenstadt and a second campus is located further south in the town of Pinkafeld.



Click on these links for more details on how to reach us:

[Eisenstadt Campus](#)

[Pinkafeld Campus](#)

Q: What programmes do you offer?

A: We offer a variety of bachelor, master and PhD programmes in five different departments. An overview of our programmes can be found [here](#).

Q: Is it possible to take part in a course as a guest student to assess ability, suitability, etc. and use the institution's facilities?

A: If migrants are not eligible to study on one of our programmes, In exceptional cases and at our discretion, places may be available on one of our non-degree programmes.

Q: Does the International Office or some other department in the institution provide any services specifically for migrants?

A: If you are a migrant and refer further information, please contact our Service Centre (+43 5 7705) who will put you in touch with the person responsible for your needs.

Q: What is the Students' Union? What does it do?

A: All students in Austria are obliged to join the Austrian National Union of Students federal body of Representatives (in German: Österreichische Hochschulerschaft or ÖH for short).

Founded in 1946, The Austrian National Union of Students' federal body of Representatives is the legal representative of all students to the competent ministries. Students in Austria are internally represented on three different levels where Representatives advocate for their interests. Further information can be found (partly in English) [on their website](#).

More information about the Students' Union at our university can be found [here](#).

Q: What is the timetable for the start of the semester, holidays, applications, etc.?

A: Depending on the Department, the academic year starts on 1st September and ends on 31st July. Further information and deadlines for registration can be found [here](#).

Q: Is the library available to everyone, not only students?

A: Books, magazines, theses and digital media can only be borrowed by registered students. However, the library can be used by members of the public, i.e. the literature and media can be used in the library itself. Opening hours and more information can be found [here](#).

Q: *Where can information about preparatory courses in English or the local language be found?*

A: In principle, the university only offers language courses to registered students, depending on their course. The university does offer a bridging programme which is a preparatory course for international students lasting 2 – 4 semesters at our Pinkafeld Campus and includes tuition in German. Please note that this course is offered on a fee-paying basis. Further information can be found [here](#).

Language Issues

Q: Is it compulsory to be able to speak the local language?

A: Most of our courses are held in German and it is thus compulsory to speak the language for these courses. There are currently three courses which are held in English:

- European Studies – Management of EU Programmes; More information [here](#).
- International Joint Cross-Border PhD Programme in International Economic Relations and Management. More information [here](#).
- International Cooperative Cross-Border Interdisciplinary Doctoral Programme in Educational & Communication Sciences. More information [here](#).

Q: Are language courses held to support foreign students?

A: Language courses are not held at our university specifically for migrants. Courses for migrants are arranged through the local council in Austria. However, the following online courses may be of interest:

- [Duolingo](#) offers free language courses aimed at **Arabic speaking refugees**. The languages currently available are English, German, Swedish, Spanish and French, also available as an app.
- [Memrise](#) also offers **free languages courses** (app available) in more than 200 languages.

Q: Are there courses available in languages other than the local language, e.g. English?

A: All our courses are held in German with three exceptions:

- European Studies – Management of EU Programmes; More information [here](#).
- International Joint Cross-Border PhD Programme in International Economic Relations and Management. More information [here](#).
- International Cooperative Cross-Border Interdisciplinary Doctoral Programme in Educational & Communication Sciences. More information [here](#).

Funding and Financial Support

Q: Are there any student fees? How much?

A: At present, all the BA and MA courses are free of charge. Fees are charged for the PhD courses.

Q: Are there any special grants or financial support available at this institution?

A: The university does offer financial reward to its best registered students. –information can be found [here](#).

Q: Is it possible to work and study at the same time?

A: First of all, this will depend on whether the student is legally allowed to work or whether his/her right to reside in the country is limited to studying.

The university offers part-time and full-time courses, whereby the former are geared towards working students. More information about part-time or full-time studies can be found [here](#).

Social and Practical Issues

Q: Are any other migrants/overseas students in similar situations at this university? Where can they meet?

A: There is no specific club or association for overseas or migrant students. [The Students' Union](#) may be able to put migrants in touch with one another.

Q: Are there any clubs, sports facilities, etc.?

A: There are no sports facilities on the campuses but the local councils offer a variety of sports opportunities.

Q: Is any support available for finding accommodation?

A: Direct support with finding accommodation is not offered by the university. However, there is a [student hall of residence](#) on the Eisenstadt Campus.

Q: What is the student card used for?

A: A student card, which usually has a photograph of the student and includes personal information such as the student's address, course, institution, date of birth, etc., is used for a variety of things, including identification at exams, access to libraries, printing or copying on the campus, price reductions at shops, club memberships etc. Students are issued with a card upon registering.

Q: Can I use PCs and/or printers and photocopiers at the institution?

A: Students can only use the computers in the seminar rooms of the university. Printers and copiers can be used for a fee. A card can be purchased for this purpose from the Service Center.

Q: Who can I talk to if I feel lost?

A: The Service Center provides initial information for students. For social support, the student can contact the [Students' Union](#).