



FH KREMS
UNIVERSITY OF APPLIED
SCIENCES / AUSTRIA

INTERNATIONAL STUDENTS' GUIDE



WELCOME to the IMC UNIVERSITY OF APPLIED SCIENCES

To study means ...
to develop your talents and strengths,
to question things,
to reflect on impressions and learning,
to find your way to your personal
success, and last of all,
to stay curious your entire life.

**Dear Partners,
Dear Students,**

The present "International Students' Guide" contains, in a concise form, the most important information necessary in order to plan and prepare a study abroad period at the IMC University of Applied Sciences, Krems, Austria. It is intended to be a means of advice and assistance offering general as well as academic information. Please note that it should be complemented by the information given at the IMC website – www.fh-krems.ac.at and the International Students' Course Guide (download from the website www.fh-krems.ac.at/en/international).

In case that some of your questions remain unanswered, it will be our pleasure to help you and answer your queries – by email, telephone or fax.

We are looking forward to welcoming you and your students to the IMC University of Applied Sciences Krems.



Prof.(FH) Mag. Eva Werner
Rector

TABLE OF CONTENTS

1. GENERAL INFORMATION	9
1.1. Name and Address of the Institution	9
1.2. International Relations	9
1.3. Academic Calendar	10
1.4. Application & Admission	10
2. THE IMC UNIVERSITY OF APPLIED SCIENCES KREMS	11
2.1. Programme Structures	11
2.2. The Austrian Higher Education System	12
2.3. Why study in Austria	13
2.4. Why study at the IMC	13
3. THE DEGREE PROGRAMMES	14
3.1. Export-Oriented management	14
3.2. International Business and Export Management	14
3.3. Tourism & Leisure Management	14
3.4. Business Administration for the Public Health Sector	14
3.5. Business Administration (starting fall 2014/15)	15
3.6. Business Administration & E-Business Management	15
3.7. Management	15
3.8. Marketing & Sales	15
3.9. Management of Health Institutions	15
3.10. Management of SME	15
3.11. Medical & Pharmaceutical Biotechnology	16
3.12. General Nursing	16
3.13. Midwifery	16
3.14. Environmental and Sustainability Management	16
3.15. Physiotherapy	16
3.16. Advanced Nursing Practice	16
3.17. Music Therapy	17
3.18. Occupational Therapy	17

4. IMC PREMISES & INFRASTRUCTURE	17
4.1. International Campus „Piaristengasse“	17
4.2. Campus Krems (Buildings G and G1)	18
5. STUDYING AT THE IMC KREMS	19
5.1. Studying as a regular degree seeking student	19
5.2. Studying as Exchange Student	20
5.3. Buddy Network System	24
6. KREMS – A PLEASANT PLACE FOR STUDY TIMES	25
7. APPLICATION INFORMATION FOR EXCHANGE STUDENTS	26
8. ARRIVAL INFORMATION	28
8.1. Austria – Basic Facts	28
8.2. The Province of Lower Austria	29
8.3. Entry and Visa Formalities / Residence Permits	29
8.4. Health Care & Medical Insurance	30
8.5. Money	31
8.6. Food / Costs of Living	32
8.7. Post Office	32
8.8. Public Transportation	33
8.9. Bike & Taxi	33
8.10. Telephone	33
8.11. Motorway Tolls	33
8.12. Students' Union	33
8.13. Useful Sites and Addresses	34
8.14. How to reach Krems	34

THE INTERNATIONAL DIMENSION OF STUDYING

The IMC University of Applied Sciences Krems is a partner in the ERASMUS network and holds the „Erasmus Charter for Higher Education“ (ECHE) thus committing itself to respect the requirements of the European Commission, and to enhance the European and international dimension of studying.

European Policy Statement (EPS)

European Policy Statement (EPS)

In its mission the IMC University of Applied Sciences states that it aspires to rank among the leading European Higher Education institutions and that internationalisation, excellence of education and quality assurance are among its key features in order to ensure employability of its graduates; cultural awareness, mutual respect and respect of diversity, social responsibility and fairness are its core values; the strong commitment of the institution to mobility fosters mutual understanding as well as sustainable social and economic coherence without boundaries.

Internationalisation is based on a European and trans-European network of academic and business partners for students and staff; the strategic goals for the further development of this network are a balanced spread of partners in all European countries, enhancement of knowledge transfer through regular mobility of staff and students between partner institutions (academic and business), the continued use of new media to support physical and virtual mobility and enhancement of diversity particularly through a focus on language learning (large range of languages offered).

The intensified cooperation with partners through the design of double and joint degrees at Bachelor's and Master's levels will contribute to the further development of teaching and learning methods, create synergies, enlarge and deepen graduates' competences. The two-cycle structure allows student mobility at both levels. Due to its practice-oriented programmes with a clear international focus, the institution will continue to give priority to all measures enhancing incoming and outgoing mobility (e.g. languages, training in intercultural competence), transparency of acquired skills and competences (EUROPASS, Diploma Supplement), acceptance of students and graduates by the labour market, access to further studies and quality assurance. The IMC University of Applied Sciences will continue to cooperate within multilateral network projects for the enhancement of certified skills and competences and take an active part in the continued dissemination of the results to internal and external stakeholders.

Responsibility for ERASMUS activities and their dissemination is rooted at institutional level; both EUC and EPS will be made visible to students and staff through internal communication channels (intranet, student and staff conferences), to network partners and external stakeholders through the internet (homepage) and public and media relations. The IMC University of Applied Sciences is firmly committed to support disabled students and staff through technical infrastructure and personal counselling measures; gender equality is a guiding principle of the institutional policy; by its pronounced international focus of education the IMC University of Applied Sciences actively combats xenophobia and racism.

The IMC University of Applied Sciences is ISO certified and thus procedures for mobility activities are implemented in the internal Quality Management system. For outgoing students provision of information

implies access to information on partner institutions, their programmes, curricula and requirements, FHR-5-0007_Vers.04_Rev.00_August 2012 7

experience reports of senior students, all available on the intranet, and counselling during the application period through info sessions and personal coaching. ERASMUS students act as first-hand information brokers. Students are supported when setting up their study plans and learning agreements so that best fit their levels of learning and competences, programme requirements and expected outcomes and also take into account the culture of the host country. As languages play a key role in all programmes, students are linguistically well prepared. Recognition of successfully completed studies abroad on the basis of ECTS is guaranteed.

For incoming students general information and course descriptions are provided in Students' Guides and by the staff of the International Office. Accommodation Service is given to all incoming students and special Welcome Days serve as icebreakers upon arrival. The Buddy-system with IMC students as personal tutors to incoming students is a fundamental principle for the integration of incoming students; tandem language learning helps to promote language competences and cultural understanding. In addition, a course on Austrian Culture and European Diversity is offered in line with German courses at four different levels. ECTS is applied for all incoming students. Staff mobility is organised and supported according to the same quality rules as student mobility; teaching mobility is considered enhancement of didactic and intercultural competences, an opportunity for critical reflection and exchange of knowledge and is thus strongly supported through time allowance, funds and acknowledgement.

Placements (internships) are integral parts of all IMC curricula, they have to comply with the specific programme focus and serve as a bridge to the future field of work. The institution provides preparatory sessions in cooperation with professional recruiters dealing with CV and application design, forms of interviews, conflict management and personality training. Each programme has a full-time coordinator to support students in finding placements in accordance with the programme and individual needs, help with logistic and legal procedures and coach and monitor students during their period of work.

An institutional database provides information on countries, companies and experiences of former trainees. Quality requirements for placement partners include a targeted "tri-lateral" match of student, programme and company, a mentoring and monitoring system including a feedback scheme within the company, access to infrastructure and industry specific know-how.

Job descriptions, working hours, duration of placement, expected learning outcomes, guidance through the company and services offered are set out in the placement contract signed by the student, the host institution, the university and in some cases the intermediary organisation. All rights and duties of parties involved are agreed upon in this contract.

Placements are learning periods, therefore critical reflection on theory learned and implementation of acquired skills and competences are guiding principles. Monitoring is done in regular intervals to assure a smooth running, students are in contact with the IMC coordinator via email and telephone. Evaluation of placements by the sending institution is based on students' reports, presentations and work-related problem analyses, and complemented by job performance evaluation by the host organisation and

placement supervisor. Placements are recognised as full academic study periods in terms of ECTS by the university.

Mobility is seen as a key element in order to enhance graduates' learning outcomes in terms of employability, thus mobility windows and opportunities for SMS & SMP are integrated into all curricula at both levels. Counselling before and during the mobility periods as well as reflection of experiences made are also integral parts of all programmes. Further sessions organised for outgoing students provide CV and application counselling and help with legal procedures. Evaluation and recognition of mobility periods follow institutional procedures that guarantee no loss of progress.

For incoming students the guiding principle is

Student mobility (SMS&SMP) is regularly implemented with academic and professional partners. Experience reports (exchange & traineeships) are available on the intranet, as well as pre-departure counselling through info sessions & personal coaching. For incoming students general & course-specific information is provided in Students' Guides and by staff of the International Office. Accommodation Service is given to all incoming students. Welcome Days & the Buddy-system are fundamental principles for the integration of incoming students; tandem language learning helps to promote language competences and cultural understanding. German courses are offered at four different levels. ECTS is applied for all incoming students. Placements (traineeships) are integral parts of all IMC curricula and have to comply with the specific programme focus. The institution provides preparatory sessions in cooperation with professional recruiters on CV & application design, interviewing, conflict management and personality training. Each programme has a specific coordinator to support students finding traineeships in accordance with the programme and individual needs, help with logistic and legal procedures and coach students during their period of work. Traineeships are learning periods, therefore critical reflection on theory learned and implementation of acquired skills and competences is a guiding principle. Evaluation of placements by the sending institution is based on students' reports, presentations and work-related problem analyses, and complemented by feedback by the host organisation'. Traineeships are recognised as full academic study periods in terms of ECTS by the university. Staff mobility (STA & STT) is organised and supported according to the same quality rules as student mobility; teaching mobility is considered as an enhancement of didactic and intercultural competences, and thus life-long professional development.

1. General Information

1.1. Name and Address of the Institution

IMC Fachhochschule Krems / IMC University of Applied Sciences Krems
Campus Krems

Am Campus, 3500 Krems, Austria / Europe
and

International Campus "Piaristengasse"

Piaristengasse 1, 3500 Krems, Austria / Europe

phone: +43 (0)2732/802

fax: +43 (0)2732/802-4

email: office@fh-krems.ac.at

www.fh-krems.ac.at

Erasmus ID: A KREMS 03

EUC: 29732-LA-1-2014-1-AT-E4AKA1-ECHE

Executive Managers:

Dr. h.c. Dkfm. Mag. Heinz Michael BOYER

Mag. Ulrike PROMMER

Office: Campus Krems

Rectorate:

Prof.(FH) Mag. Eva WERNER (Rector)

Prof.(FH) Dr. Karl ENNSFELLNER (Vice-Rector)

Office: Campus Krems

1.2. International Relations

Campus Krems, building G, 3rd floor, room 3.07

Vice Rector for Research and International

Head of Department

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ECTS & Bologna Institutional Coordinator:

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1.3. Academic Calendar

For details of terms, please refer to the information given on our website under www.fh-krems.ac.at/en/international.

No lectures will be held on the following Austrian Public Holidays: 26.10. (National Holiday); 01.11. (All Saints' Day); 08.12.; 01.01. (New Year's Day), 06.01., Easter Monday (movable); 01.05. (Labour Day); Ascension Day (movable), Whit Monday, Corpus Christi Day (movable);

1.4. Application & Admission

Please download the application forms for **incoming exchange students** from our website.

Application Deadlines for Exchange Students:

May 1st (Fall term)

November 1st (Spring term)

As to application and admission requirements for degree seeking students, please refer to 5.1 and www.fh-krems.ac.at/en/apply/.

2. THE IMC UNIVERSITY OF APPLIED SCIENCES KREMS

The IMC University of Applied Sciences Krems was founded in 1994, the same year, when the first so-called “Fachhochschul-Studiengang” (degree programme) was established in Austria following the Federal Act on Fachhochschul programmes. These study programmes are proposed and run by corporate bodies of public and/or private law like the IMC Fachhochschule Krems GmbH. The programmes have to be approved and accredited by an independent council, the “Fachhochschulrat” whose members are appointed by the Austrian Ministry of Science. All programmes are subject to a strict process of accreditation, evaluation and re-accreditation at fixed intervals. Thus, quality control and quality assurance have become major elements of all programmes.

The programmes offered at Universities of Applied Sciences differ from traditional university programmes in that they are more vocationally oriented and include practical professional training terms as integral parts of the curriculum. The intake of students per study programme and year is limited, therefore an admission procedure is required. All programmes are designed in close cooperation with experts from the industry or public sector thus responding directly to the needs of the job market. Furthermore, emphasis is equally put on the development of personal competencies and soft skills as well as on innovative teaching methods.

2.1. Programme Structures

STRUCTURE

► Bachelor programme

Entrance requirements: Austrian school leaving exam or foreign equivalent.

180 ECTS / 6 semesters

1 practical training semester (semester 4 or 5)

2 Bachelor dissertations

Bachelor exam (oral)

STRUCTURE

► Master programme

Entrance requirements: subject specific Bachelor degree or equivalent.

120 ECTS / 4 semesters

Research semester (can be done abroad);

Master thesis and exam

In all programmes, the European Credit Transfer System (ECTS) is applied. Furthermore, upon graduation from any programme every student receives – free of charge – the **Diploma Supplement** which is designed to ensure transparency and comparability of studies and degrees (you can find a sample Diploma Supplement for each programme at www.fh-krems.ac.at > choose the adequate degree programme).

The new Bologna structure shall not only help to implement a common European Higher Education Area, but will also ease the way to students' mobility and international recognition of studies and degrees.

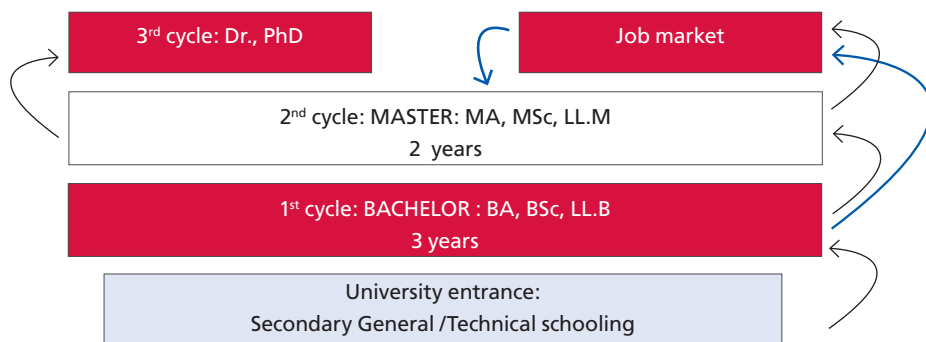
The three pillars of Bologna - 2-cycle system, ECTS and Diploma Supplement have been successfully implemented at the IMC University of Applied Sciences Krems.

In 2004, the IMC University of Applied Sciences Krems was awarded the **Quality Label** of the Austrian Erasmus National Agency; since June 2006, the IMC has been holder of the **Diploma Supplement Label**.

2.2. The Austrian Higher Education System

Like most of the European countries, Austria has implemented the “Bologna system” which means that nearly all Higher Education Institutions will switch or already have switched from the four-year long programmes, which could immediately be followed by doctoral studies, to the three-cycle system of Bachelor, Master and Doctorate (or PhD).

For a student, this Bologna system opens up various options as shown below:



As the bachelor degree is a first fully qualifying degree, direct entrance to the job market is an option for those who want to acquire some years of work experience first and then continue their education at a later stage. Programmes offered at the University of Applied Sciences Krems are generally more vocationally oriented and are always conceived and developed in close cooperation with the relevant industry, thus following the principle of employability. For further information on the Austrian Higher Education System, please see www.bmwf.gv.at.

2.3. Why study in Austria

There are lots of reasons for studying in Austria, some of them are listed hereafter:

- A** guarantee for cutting-edge education
- U** nique landscape
- S** afe country
- T** radition and culture
- R** ich in history
- I** deal ambiance for an excellent study experience
- A** ffectionate people

More information on studying in Austria is provided by the ÖAD (Austrian Exchange Service - Agency for International Cooperation in Education and Research, www.oead.at)

Scholarships:

The IMC University of Applied Sciences Krems does not offer scholarships but operates within the ERASMUS network. Students from non-European countries and partner institutions can apply for the Ernst Mach Scholarship. For details please see www.grants.at.

2.4. Why study at the IMC

The IMC Mission Statement is:

"We are an Austrian university with international focus. We offer practice-oriented degree programmes according to the needs of the industry. Our programmes fulfil international university standards, thereby ensuring that our students are fully qualified to assume positions of responsibility in business and society.

Our graduates and partners are a constant and integral part of the further development of the university, thereby making a joint contribution to the rising quality of our teaching and research."

Thus, programmes at IMC University of Applied Sciences Krems stand for:

Internationality as they provide the possibilities to work and study abroad, and exchange experiences with international fellow students;

Managerial skills as they focus on management and soft skills;

Community and Communication building on an excellent relationship between students and teaching staff.

- K** aleidoscope of unforgettable memories
- R** ight balance between theory and practice
- E** xcellent lecturers from science and business
- M** odern infrastructure
- S** tudents from all over the world

3. THE DEGREE PROGRAMMES

Like most of the European Higher Education institutions, the IMC University of Applied Sciences Krems follows the Bologna system and thus offers 3-year Bachelor's and 2-year Master's programmes. Bachelor's programmes comprise 180 ECTS, with one practical training semester as integral part; Master's programmes comprise 120 ECTS.

3.1. Export-Oriented Management

- **Bachelor:** 6 semesters, 180 ECTS, full-time; Bachelor of Arts in Business, B.A.
- **Language of instruction:** English
- **Located at:** International Campus "Piaristengasse"

3.2. International Business and Export Management

- **Master:** 4 semesters, 120 ECTS, full-time & part-time; Master of Arts in Business, M.A.
- **Language of instruction:** English
- **Located at:** International Campus "Piaristengasse"

3.3. Tourism & Leisure Management

- **Bachelor:** 6 semesters, 180 ECTS, full-time & part-time; Bachelor of Arts in Business, B.A.
- **Master:** 4 semesters, 120 ECTS, full-time; Master of Arts in Business, M.A.
- **Language of instruction:** English
- **Located at:** International Campus "Piaristengasse"

3.4. Business Administration for the Public Health Sector

- **Bachelor:** 6 semesters, 180 ECTS, full-time and part-time; Bachelor of Arts in Business, B.A.
- **Language of instruction:** German, partly English
- **Located at:** Campus Krems

3.5. Business Administration (starting fall 2014/15)

- Bachelor: 6 semesters, 180 ECTS, full-time; Bachelor of Arts in Business, B.A.
- Language of instruction: English
- Located at: Campus Krems

3.6. Business Administration & E-Business Management

- Bachelor: 6 semesters, 180 ECTS, full-time and part-time; Bachelor of Arts in Business, B.A.
- Language of instruction: German, partly English
- Located at: Campus Krems

3.7. Management

- Master: 4 semesters, 120 ECTS, full-time and part-time; Master of Arts in Business, M.A.
- Language of instruction: German, partly English
- Located at: Campus Krems

3.8. Marketing & Sales

- Master: 4 semesters, 120 ECTS, full-time; Master of Arts in Business, M.A.
- Language of instruction: English
- Located at: Campus Krems

3.9. Management of Health Institutions

- Master: 4 semesters, 120 ECTS, part-time; Master of Arts in Business, M.A.
- Language of instruction: German, partly English
- Located at: Campus Krems

3.10. Management of SME

- Master: 4 semesters, 120 ECTS, part-time; Master of Arts in Business, M.A.
- Language of instruction: German, partly English
- Located at: Campus Krems

3.11. Medical & Pharmaceutical Biotechnology

- Bachelor: 6 semesters, 180 ECTS, full-time; Bachelor of Science in Engineering, BSc
- Master: 4 semesters, 120 ECTS, full-time; Master of Science in Engineering, MSc
- Language of instruction: English
- Located at: Campus Krems

3.12. General Nursing

- Bachelor: 6 semesters, 180 ECTS, full-time; Bachelor of Science in Health Studies, BSc
- Language of instruction: German
- Located at: Campus Krems

3.13. Midwifery

- Bachelor: 6 semesters, 180 ECTS, full-time; Bachelor of Science in Health Studies, BSc
- Language of instruction: German
- Located at: Campus Krems

3.14. Environmental and Sustainability Management

- Master: 4 semesters, 120 ECTS, full-time; Master of Arts in Business, M.A.
- Language of instruction: German
- Located at: Campus Krems

3.15. Physiotherapy

- Bachelor: 6 semesters, 180 ECTS, full-time; Bachelor of Science in Health Studies, BSc
- Language of instruction: German
- Located at: Campus Krems

3.16. Advanced Nursing Practice

- Bachelor: 6 semesters, 180 ECTS, part-time; Bachelor of Science in Health Studies, BSc
- Language of instruction: German
- Located at: Campus Krems

3.17. Music Therapy

- **Bachelor:** 6 semesters, 180 ECTS, part-time; Bachelor of Science in Health Studies, BSc
- **Master:** 4 semesters, 120 ECTS, part-time; Master of Science in Health Studies, MSc
- **Language of instruction:** German
- **Located at:** Campus Krems

3.18. Occupational Therapy

- **Bachelor:** 6 semesters, 180 ECTS, full-time; Bachelor of Science in Health Studies, BSc
- **Language of instruction:** German
- **Located at:** Campus Krems

Please find the detailed course structure diagrams and curricula on our website www.fh-krems.ac.at/en/studying.

4. IMC PREMISES & INFRASTRUCTURE

In August 2005, the IMC University of Applied Sciences Krems opened the new Campus Krems with the programmes Tourism & Leisure Management and Export-Oriented Management still being housed at the premises of the IMC International Campus "Piaristengasse", in the former Cloister of the Piarists, right in the center of the medieval city. Both locations are fully equipped with technology.

4.1. International Campus „Piaristengasse“

The former cloister has been converted into a facility that meets all the demands of a modern educational establishment, especially in the area of modern communication infrastructure. The harmonious blending of the historical ambience and state-of-the-art technology creates a particularly interesting flair. The university is situated right in the centre of the old city of Krems, at the heart of which is a pulsating pedestrian zone with a multitude of shopping possibilities, restaurants and cafes that are very popular meeting places for the students. There are also attractive residential possibilities in the inner city, very close to the university. The following **facilities** can be found at **"Piaristengasse"**:

Study Service Offices of Export- and Tourism-Programmes

The study service offices of the degree programmes "Tourism and Leisure Management", "Export-oriented Management" and "International Business and Export Management" are located on the second floor.

Cafeteria

The cafeteria, located on the ground floor, is open daily from 8:00 to 16:00 hrs, offering cold and warm drinks, snacks as well as warm dishes.

Computer Labs

The IMC has several computer labs both in the Piaristengasse as well as at the Campus Krems which are open to students from Monday to Friday (labs at the Campus Krems are open on Saturdays, too); printers are equally at the students' disposal.

The computer labs are equipped with scanner, CD burner and video beamers.

Furthermore, students have access to external LAN plug-ins in the corridors.

Copying Machines

Several copying machines are at the students' disposal. The students' ID cards can be loaded with credit for copying and printing.

Courtyard

The Piaristengasse courtyard is a pleasant place to relax during the breaks and is open to all students.

Info Screens

Info Screens showing the courses of the programmes of each day and the relevant rooms are located outside the cafeteria on the ground floor, as well as on the 1st and 2nd floors.

Reading Room for Students

A small reading room can be found at the International Campus Piaristengasse on the second floor. In this room Austrian and international newspapers and magazines can be found. Free access is given to students and lecturers during the daily opening hours. All IMC students have access to the big **library on the Campus Krems** where a multitude of national and international books, online magazines as well as course literature can be found. Books can be borrowed for two weeks. Books that are required in the study programmes can be lent for the entire semester upon availability.

Seminar Rooms

Every seminar room is equipped with a computer, overhead projector, flip chart, bulletin board, white board and/or black board, and beamer. Please note that eating is forbidden in the seminar rooms.

Smoking

No smoking allowed inside the building!

4.2. Campus Krems (Buildings G and G1)

There is a special spirit inside the walls of this former tobacco factory, a building that was converted into an internationally acclaimed university facility. This spirit is one of knowledge and openness, and it is here that students can also enjoy the benefits of the most modern infrastructure. The facilities at the

European Centre for Education – Campus Krems will be continually expanded in the coming years to position the city of Krems as Lower Austria's internationally recognised university city – are manifold: IMC students find all the necessary equipment and facilities, such as computer labs, printers, copying machines, cafeteria, student restaurant, library, students' residence, as well as sport facilities and a movie theatre at the Campus Krems.

The Campus Krems also houses the executive management and the rectorate of the IMC, all general administration offices as well as all degree programmes except "Tourism & Leisure Management", "Export-oriented Management" and "International Business and Export Management".

The International Relations Office is located on the 3rd floor of the building G, office 3.07.

5. STUDYING AT THE IMC KREMS

5.1. Studying as a regular degree seeking student

Admission and entrance requirements for regular degree seeking students

- **Admission to Bachelor programmes** requires an Austrian School Leaving Certificate or international equivalent and an admission procedure.
- **Admission to Master programmes** requires a subject specific Bachelor degree or equivalent and an admission procedure.

For details please see www.fh-krems.ac.at/en/apply/

Study information for regular degree seeking students

Regular degree seeking students must strictly follow the study plan, including two Bachelor dissertations and an oral Bachelor exam for Bachelor students; a Master thesis plus oral Master exam for Master students.

Courses are given in the form of lectures, seminars or workshops, and various teaching methods are being used, such as project-based learning, e-learning, traditional lectures, (management) simulations etc. Besides attending the courses students have to do a considerable amount of self-study and project work. Special emphasis is put on practice-oriented learning (incl. mandatory internships).

National Grading Scale

Grade	Definition
1	Excellent / Very Good
2	Good
3	Satisfactory
4	Sufficient
5	Fail
p	Pass
acc	Accredited upon studies abroad
apl	Accredited upon previous learning

Students must receive at least a “4” (sufficient), in order to pass a course.

5.2. Studying as Exchange Student

Admission as an Exchange Student

Is based on bilateral agreements with the IMC partner institution. For details and requested documents please see www.fh-krems.ac.at/en/international

Study information for Exchange Students

International exchange students can select courses from all programmes and can compose their individual study plans. However, places in courses are limited, thus selecting course alternatives should always be taken into consideration.

Grading Scale used for Exchange Students

Grade	% of overall course performance	Definition
A/1	100 – 91 %	Very Good / Excellent - Performance with only minor errors
B/2	90 – 81 %	Good – Above average but with errors
C/3	80 – 71 %	Satisfactory – Generally sound work with a number of notable errors
D/4	70 – 60 %	Sufficient – But with significant shortcomings
F/5	Less than 60 %	Fail – Further work is required

Attendance

Attendance of all courses in which a student is enrolled is mandatory. Students can miss 3 times the weekly amount of contact hours indicated in the study programme. Block seminars must be attended 100%. A course is considered a block seminar when it has more than four hours on one day. This means

that if a course is taught two hours per week students are allowed to miss $3 \times 2 = 6$ hours in total for that particular course. If a student misses more than the total hours allowed for a particular course, then he/she fails the course and does not receive ECTS credits. Once a student is registered in a course he/she must inform in writing the International Relations Office if a course shall be deleted from his/her study plan. Some courses are not graded, but students receive their ECTS credits upon completion (**pass**).

Books and Course Material

Books and scripts, needed during the stay, should be purchased by the students. According to availability, certain books can be borrowed from the library for the period of the student's stay or copies of the relevant chapters can be made.

Buddies

IMC regular students will act as buddies for international students thus helping with daily academic or other matters. International students will meet their buddy during a "Meet & Greet Reception" at the beginning of the term.

Certificate of Attendance

A certificate of attendance will be issued at the end of an international student's stay at the IMC University of Applied Sciences Krems.

Course Selection

International students may compose their own study plan choosing the courses most appropriate to their studies and according to the requirements of their home institution. However, as the courses of the different semesters are run on a parallel basis, schedule clashes may occur if a student selects courses from different semesters and programmes. It is therefore recommended to choose the majority of courses from one and the same semester. In case of group divisions, students can choose the group most appropriate to their schedule as long as places are available. Please note that due to pedagogic and quality reasons, some courses allow limited access only.

The selected group (1/2/3) must in any case be indicated together with the course code on the **learning agreement** and on the **enrolment form**. As a general rule, students may choose courses from different programmes if suitable. Overlapping courses must be avoided as they would make compulsory attendance in all chosen courses impossible. We also highly recommend choosing courses from the German programmes if a student has a sufficient knowledge of German.

ECTS Credits

The European Credit Transfer System (ECTS) is used in order to measure a student's workload in a particular course. The number of ECTS credits attributed to a course reflects not only the contact hours in class but all study work (preparation, assignments, projects, exams etc) related to a course. The normal workload per semester is 30 ECTS.

International students should contact their national coordinator to know the number of ECTS credits they are required to achieve during their stay at the IMC Krems. In order to justify a semester, the IMC

strongly recommends to international students a minimum attendance of at least 5 regular courses (minimum 15 ECTS).

ECTS Learning Agreement (Erasmus+)

Each incoming international student has to present an ECTS learning agreement approved by his/her home institution. Changes to this agreement can only be made during the first two weeks of a term and must also be approved by the sending institution. Once registered for a course, attendance of this course becomes mandatory in order to receive a grade and ECTS credits.

eDesktop

see also > Intranet / eDesktop

Exams

Exams usually take place during and at the end of the term. Please note that **no extra exam dates** can be arranged. Students who miss the required exams or course work will not be graded nor receive ECTS credits.

Intranet / eDesktop

With their user's name and their personal password, students get access to the Intranet/eDesktop of the IMC Krems. All relevant information (such as news, schedules, grade lists, specific course information, course syllabi and learning material) can be found on the Intranet. Students registered in a particular course will get access to the specific platform of this course. Programme-relevant and updated information is published under the links of the individual programmes.

German Courses

German courses at several levels will be offered. A German test has to be taken during the Induction Week in order to be assigned to the most suitable level.

Grade Report / Transcript of Records

Students will receive a transcript of grades for their studies after the end of each term. The original grade report showing the number of hours per week, ECTS credits and grades will be sent to the students' home institutions.

ID card / ID number

Every international student will receive an ID card and ID number once registered at the IMC Krems. This ID card has to be presented when sitting for exams, allows access to the library and serves for borrowing books, it can also be used for copying and printing after having been loaded with credit appropriately. ID numbers and the connected user's name are strictly confidential information and must not be passed on to third parties. Before departure the receptionist at the Campus Krems can reimburse students the balance of their print / copy accounts.

Information

General information relating to the courses and the degree programmes will be posted on the eDesktop

platform. Information concerning specific matters for international students will be posted on eDesktop/ Academic Mobility Programmes. Programme relevant information, announcements, grade lists etc. can be found on the eDesktop under the link of the individual programme.

Induction Week

The IMC University of Applied Sciences Krems organizes an "Induction Week" for international students. During these days, the incoming students are made familiar with the most important information, the rules and regulations of the university, the computer system and the e-learning platform. Furthermore, an excursion to the surroundings and a city tour of Krems are organized. Attendance of this Induction Week is mandatory.

Language of Instruction

In the programmes **Export-Oriented Management, International Business and Export Management, Business Administration, Tourism & Leisure Management, Marketing & Sales** as well as **Medical & Pharmaceutical Biotechnology**, English is the exclusive language of instruction. The study programmes **Business Administration and E-Business Management, Business Administration for the Public Health Sector, Management of Health Institutions, Management, Management of SME, Midwifery, Physiotherapy, Advanced Nursing Practice, Occupational Therapy, General Nursing, Environmental and Sustainability Management and Music Therapy** are taught in German.

Please make sure that your level of language competence of the language of instruction is good enough to follow academic courses (the level of competence must be at least B2 on the scale of the European Framework of References – please also see the application form for evaluation).

Laptops

Students who bring their own laptops and want to have access to the IMC net (wireless LAN) must have them configured to the IMC system. Instructions will be given during the induction week.

Password and Intranet Access

Three weeks prior to the beginning of a term, international exchange students will receive via email their password and access code for the IMC eDesktop. From that date, students can view their personal profile to which they must up-load a passport photo; they are equally requested to check their personal data and fill in their coordinator's name.

During this three-week-period, students can view all course syllabi and have access to the schedules so that they can already compose their final study plan and personal schedule prior to their arrival in Krems.

Professional Dress and Cell Phones

Professional dress is an important aspect in any business setting in today's world. There is no specific dress code, but IMC students are asked to dress in a professional manner. This means no shirts with offending / provocative texts, or baseball caps, sneakers, etc. should be worn at the IMC University of Applied Sciences Krems.

Cell phones have to be switched off during the courses, in the computer labs and the library.

Schedules

The schedules of all programmes can be found on the IMC eDesktop to which international students get access with their user's name. As schedules may change due to unforeseen incidents it is strongly recommended to check them on a daily basis.

Smoking

As in all public buildings, smoking is forbidden on the IMC premises. There are, however, special smoking corners outside the building.

Sports

The Campus Krems offers various sports such as rowing, tennis, aerobic etc. Enrolment in the various sport programmes can be done during the Induction Week at the office of "Campus Sport" (building L, first floor).

Syllabus

Each lecturer will put the syllabus of his/her course on the eDesktop. The syllabus informs students about content, structure, teaching method, necessary and recommended literature as well as testing procedures of the individual courses. All syllabi will be on the eDesktop by the beginning of the terms.

Test Dates

Test dates are usually indicated in the syllabus of a course, in the schedule and on the eDesktop platform. Test dates must be respected as missed tests can normally not be repeated at an alternate date.

5.3. Buddy Network System

A buddy is a local regular student who has applied to be a part of the Buddy system. Being a buddy is voluntary, and buddies are not paid for their efforts. They are buddies simply because they are interested in helping you! In this mentor system, every incoming exchange student is assigned to one full-time student as his/her personal "buddy". There are two aims behind this: obviously to assist integration of the exchange student, but also to give the regular students the chance to socialise with international students.

It is up to you to decide how much you want to interact with your buddy. In some cases an established friendship between exchange student and buddy does not only last during the entire stay in Austria but also long after. Some students mainly need or want a buddy during the initial time after arrival. Regardless of the length of time, your buddy is there to assist you with practical matters, answering questions about studying here or giving advice about life in Krems and Austria. A buddy may not be able to answer every single question you may have, but your buddy has lived in Austria for a while and is a student her/himself and therefore knows a great deal about both the university and Krems.

Tandem Language Learning

We strongly encourage students to form Tandem learning teams in order to mutually improve their language competences.

6. KREMS – A PLEASANT PLACE FOR STUDY TIMES

Krems is located in Lower Austria, on the River Danube, about one hour from Vienna, the capital of Austria. Krems, with its 25.000 inhabitants, looks back on a more than 1000-year old history and is famous for its wine-growing industry. It is the “gate” to the Wachau, one of Austria’s most well-known wine-growing areas, listed by UNESCO as a world cultural heritage site.

Krems provides students with a rich choice of activities for mind, body and soul. It is the flair, as well as the cultural and leisure activities available in a chosen city of study that makes a major contribution to whether students feel comfortable, and how much they enjoy their student lives. It is possible to draw strength from an inspired atmosphere and from a wide range of leisure activities – and this is an important balance to periods of concentrated study.

Krems on the Danube is one of Austria’s most charming cities and offers a picturesque landscape and is a host of historical and cultural treasures. The city features a rich, established contemporary art and cultural scene, which includes the “Krems Cultural Mile” with its Caricature and Literature Museum and the “Kunsthalle Krems” which houses interesting exhibitions.

These museums, together with Lower Austria’s Danube Festival, the East-West Music Festival and the Wachau Film Festival, attract many thousands of visitors every year.

On the one hand, Krems is romantic, informal and cosy, and on the other, it is innovative, international and very hospitable, providing wonderful contrasts that combine to create a particularly harmonious city. For further information please have a look at the website www.krems.gv.at.

Krems Tourismus: www.tiscover.com/krems

Donau Niederösterreich Tourismus: www.donau.com or www.wachau.at

Leisure Activities

Krems offers a variety of interesting leisure activities. The social company of colleagues and friends spent either in the bars and cafes of the old city, or in the nearby cosy, local historic wine inns, is just as important for students as the lively cultural scene and associated events. An even more important balancing element to studying is sport! The wonderful local countryside simply invites a number of outdoor activities – jogging, cycling, water sports, golf, etc. and that is why the Wachau Marathon has now developed into a sporting mega-event.

Students and young people find almost everything to entertain themselves; such as a movie theatre that features films in English, a yacht harbor, an ice-skating rink, a few fitness centers with aerobics and other exercise classes, a racquetball club, a soccer club, tennis courts, a swimming arena with in- and outdoor pools, sauna, steam bath, a rock-climbing resort, and also an indoor wall climbing area, mini golf. A golf resort can be found close by. Besides this, students enjoy the walkway next to the Danube for inline skating, bike riding and jogging.

Excursions

Krems is situated at the “gate” to the Wachau – Austria’s most important wine growing region and UNESCO world cultural heritage.

Various places in the near surroundings are worth seeing: the Abbey of Göttweig, the baroque Monastery of Melk with its world-famous library, the picturesque city of Dürnstein, the wine-world of the LOISIUM, and many others.

Vienna with its unique sites and museums is only a one-hour-train ride away, and on the way to Vienna, Tulln – the birthplace of Egon Schiele – also offers something for the culturally minded visitor.

From mid-April to mid-October, boat trips on the Danube are offered.

For weekends, Graz, Salzburg, Innsbruck or the famous cities of neighboring countries (Prague, Budapest, Venice, Munich, etc.) are attractive destinations. For train connections please see www.oebb.at.



7. APPLICATION INFORMATION FOR EXCHANGE STUDENTS

Application Deadlines / Application Forms

International students must apply with the **Student’s Application Form**, which can be downloaded from the internet (www.fh-krems.ac.at/en/international). This form together with a passport photo, a passport copy – in case of non-EU citizenship - a resume and the transcripts of records must be sent to the IMC University of Applied Sciences Krems until:

May 1st (Fall term)
November 1st (Spring term)

Please note, that the application form must be signed by the institutional coordinator of the sending institution. Also read very carefully the information on entrance procedures, particularly in case you need a visa!

It is very important to fill in the application forms in capital letters and in a legible way. Application forms without signature and stamp of the sending institution cannot be accepted.

Receipt of the documents will be confirmed to the coordinator of the sending institution, usually via email. Students who necessitate a letter of acceptance for visa procedures will be issued such a letter of acceptance which will be sent to the International Office of their institution.

Course Registration

Students definitely sign up for their courses three weeks prior to the beginning of the term and during the Induction Week at the IMC University of Applied Sciences Krems. Since incoming students may take courses from various programmes, we advise them to hand in their learning agreement together with the application forms so that there is sufficient time to check the schedules for possible clashes. The courses chosen have to be approved by their home institution.

Final enrolment will be done once the enrolment form -usually sent out with the eDesktop access code- has been handed in.

30 ECTS credits is the normal workload for one semester. Incoming exchange students should take at least **15 ECTS** credits or a minimum of 5 courses. In order to facilitate course selection and setting up of the students' personal schedules, exchange students will be sent their user's name three weeks prior to the beginning of the semester together with an explanation of how to enter the eDesktop.

Accommodation

In order to guarantee accommodation to exchange students during their stay at the IMC University of Applied Sciences Krems we must receive applications in time. In case you need or want help in finding a suitable accommodation, you must send the **accommodation form** by May 1st for the fall semester, and November 1st for the spring semester to the accommodation coordinator. Once a suitable room is found, students will be notified of the price and address and must confirm if they accept the accommodation or not. Unfortunately, it is not possible to see the accommodation beforehand on the web unless you come to Krems in advance.

The price for housing varies and depends on the type of accommodation. The price for a single room in an apartment shared with other students ranges from € 300,- to € 350,- mostly including electricity (depending on availability). Students who prefer to live in a single apartment have to calculate some € 350,- or more. The price in a students' residence for a double room is € 240,-/€ 270,- and for a single room € 325,-/€ 355,- including electricity, internet access and in some cases breakfast. Accommodation is rented out on a term basis only. Incoming students must **pay five months** of rent for the accommodation regardless of when they arrive.

Please note that once you have confirmed the rental of a room, it is not possible to withdraw from the agreement unless you pay a cancellation fee. Students who decide to find accommodation on their own can consult the accommodation platform www.stik.at.

Information Package

All exchange students will receive an email information package several weeks prior to the beginning of the term. This information "package" includes confirmation of accommodation, programme and registration form for the Induction Week, useful travel information etc.

In case of any questions, please contact the International Relations Team.

Induction Week

Attendance of the Induction Week is mandatory in order to allow a solid preparation and a smooth beginning of the term. The program of the Induction Week can be found at

www.fh-krems.ac.at/en/international

During these days, the incoming students are made familiar with the most important information, the rules and regulations of our university, the computer system and the eDesktop platform. Furthermore, an excursion to the surroundings and a city tour of Krems are organized.

Linguistic Requirements

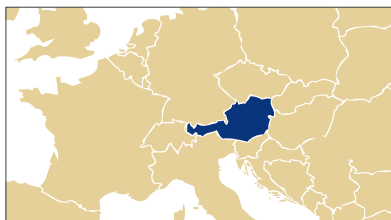
Students who wish to enroll in one of the English programmes must have a **very good** command of **spoken and written English (minimum: B2 level)**! Language courses in English will be offered on different levels. We recommend attending those to all International Students, a placement test can be taken during the Induction Week.

Master's Programmes

Students who wish to enrol into courses of a Master's programme must have completed at least three years of studies at their home institution, have an **excellent command of the language of instruction (minimum: B2 / C1 level)** and be particularly recommended by their home institution.

8. ARRIVAL INFORMATION

8.1. Austria – Basic Facts



Area: approx. 84.000 km²
Austria shares its border with eight other countries: the Czech republic, Slovakia, Hungary, Slovenia, Italy, Switzerland, Liechtenstein and Germany.

Population: 8.2 million inhabitants

Capital: Vienna (1.7 million inhabitants)

9 federal provinces: Lower Austria, Upper Austria, Carinthia, Styria, Vorarlberg, the Tyrol, Burgenland, Salzburg, Vienna

Languages: German (official language), English is by far the leading second language in the educational system and thus widely understood and spoken.

Topography: Austria's landscapes range from the peaks of the Alps to hills and plains. Austria's highest mountain is the Grossglockner (3.797 m); its longest river is the Danube.

Climate: Austria's climate is in general rather moderate. Temperatures range from minus 5 degree Celsius during the winter period (short periods of strong frost are, however, possible, too, with temperatures of even minus 15 Celsius!) up to plus 30 degrees Celsius during the summer season.
Students coming during the fall term should bring warm winter clothes with them,

though Krems normally has a milder climate due to the river Danube. Students coming for the spring term should also know that February and March can still be rather cold! Periods of fog and rain are usual both in fall and in spring – so be prepared for all kinds of weather!

More information: www.wien.info/en
www.austria.info
www.austria.at
www.austria.gv.at

8.2. The Province of Lower Austria

The province of Lower Austria, where our university is located, is the largest in square kilometres and the second largest in population (after Vienna) of the nine federal provinces in Austria. Lower Austria is not only the historical heart of Austria, with countless cultural points of interest, it is also important from an economic point of view, for this province is generating a bulk of Austria's agricultural produce as well as featuring a highly developed industrial sector.

Visitors here are left with such a fascinating kaleidoscope of impressions that they always find a reason to return. The possibilities for holidays are so varied; from bicycling and hiking in a variety of landscapes, to art and culture, or to the "Weinherbst" – Lower Austria's celebration to wine and autumn, when the leaves turn colourful and the wine is stored in the cellars. No matter at what time of year you come, you can be sure that Lower Austria will always have something of interest to offer.

8.3. Entry and Visa Formalities / Residence Permits

In general, international students must always have a valid passport / ID card during their stay in Austria. **Nationals of EU/EEA countries and Switzerland** do not need a visa and enjoy freedom of domicile. For entry into Austria and residence they only need a valid travel document. Students who are staying in Austria for more than 3 months have to register with the municipal authority (for students studying at the IMC University of Applied Sciences Krems this is the "**Magistrat Krems / Meldeamt**") within the first three months of their stay and will receive a confirmation of registration.

For this registration, the following documents are necessary:

- Valid identification card or passport
- Proof of health insurance
- Proof of sufficient financial funds
- Confirmation of admission to the IMC Krems

This confirmation will be handed to the students during the Induction Week.

The registration at the Magistrat is necessary in addition to the registration at the **Meldeamt** which is due within three working days of entry into Austria. Please note that in case of non-compliance with these regulations a severe fine may be imposed!

Students who are nationals of non EU/EEA countries (third countries), need - provided that they stay for no longer than 6 months – **a residence and travel visa D(+C)** for entry and residence in Austria. This visa has to be applied for at the competent Austrian representative authority (embassy, consulate) in their home country before leaving for Austria and it will be issued by this authority. **This visa cannot be renewed in Austria!**

To apply for a visa you need a:

- Fully completed and signed application form (available from the Austrian representative authorities)
- Recent colour photograph, size 3,5 x 4,5 cm
- Valid passport (and photocopies of all pages that contain entries and stamps)
- Proof of accommodation in Austria (is indicated in the IMC letter of acceptance)
- Proof of a travel health and accident insurance that is valid in Austria with coverage of at least €30.000,-
- Confirmation of admission by the university
- Proof of sufficient funding to finance your stay in Austria
- Return flight ticket, if available

During its validity period only a C visa or a tourist visa entitles students to travelling to other Schengen countries and to staying in these countries for a maximum duration of three months (http://en.wikipedia.org/wiki/Schengen_Agreement).

Registration at the **Meldeamt**: same as for EU/EEA citizens. (information taken from: http://www.oead.at/welcome_to_austria/legal_practical_issues/entry_to_austria/EN/)

Students coming on a visa basis must send a copy of their passport together with their application forms so that an invitation letter can be issued. Please note that the invitation letter can only cover the period of study at the IMC Krems and not any periods prior or after your stay at Krems. **Visa procedures may take up to three months so application in time is recommended!**

8.4. Health Care & Medical Insurance

Exchange students from EU-countries must hand in a copy of **the European Assistance Card** upon arrival to prove coverage by health insurance. If medical consultation is needed, the card must be shown either to the doctor or the registration desk at the hospital. Please make sure that you indicate a valid address in case of further requests.

International students coming from non-EU countries must take out **private insurance** in their home countries to cover travel, sickness and accidents. A copy of the insurance policy must be handed in upon arrival. Please note that if you seek medical advice at the hospital or at a doctor's you are obliged to pay for consultation and claim reimbursement of the costs from your insurance company at home.

Health Matters and Medical Facilities

Excellent medical coverage is provided by a sufficient number of doctors (practitioners and specialists) for individual needs. The Krems hospital is located five minutes by car from the city center. Look for the entrance marked "Notfälle" or "Not-Ambulanz". If you require information from the hospital, the number is +43 (0)2732-804-0. In case of any medical problem, the members of the International Relations Office will be happy to help you. However, always take your insurance card or papers with you.

General Practitioner:

Dr. Josef Schöffmann
+43 (0)2732/73487

Pfarrplatz 4, 3500 Krems

Dentist:

Dr. Peter Fugger
+43 (0)2732/83344

Heinemannstraße 4, 3500 Krems

Pharmacy:

Adler Apotheke
+43 (0)2732/82001-0

Obere Landstraße 3, 3500 Krems

Tick Vaccination

No special vaccinations are required for travelling in Austria. However, immunization against tick-borne encephalitis (FSME) is recommended. While risk of infection is very low, you may feel more secure if you are vaccinated in advance by your own doctor at home or during the first days after your arrival here.

8.5. Money

The **EURO €** is the official currency in Austria. Credit cards are widely accepted; if your cash card features the Maestro or Cirrus symbol it can be used at all cash machines.

Banks

In cities, banks are generally open from:

Monday to Friday

08:30-12:30 and 13:30-15:30

Banks are closed on Saturdays, Sundays and Public Holidays.

The "Bank Austria", located in the Krems pedestrian zone offers special accounts to IMC students, employees speak English and help international students with financial transactions.

8.6. Food / Costs of Living

Students will need approximately € 400 per month for food and other amenities, depending on personal needs.

Accommodation Dormitory	Single: 325 to 355 €	Double: 240 to 270 €		
Accommodation Shared Apartment	Single: 300 to 350 €	Double: 250 to 300 €		
Food (no drinks included)	Breakfast: 2 € bought in the super-market	Lunch: 4 € - 10 € student's restaurant or down-town	Dinner: 4 €(bought in the super-market) to 10 € (restaurant)	Cafeteria: 2,30 to 4,50 €
Transportation		Krems-Vienna: 15 € (one way)		

Average cost of living per month (example)

The IMC University of Applied Sciences Krems – venue International Campus “Piaristengasse” - is located in the city, thus students can go to restaurants and pubs for lunch. Many cafes and restaurants offer student meals from € 6,00.

At the Campus Krems, the students' restaurant offers meals from € 4,00 (daily specials); a coffee is € 2,30; a glass of coke is € 2,90, a cinema ticket is 8 €.

Shopping Hours

Stores open at 8.00 or 9.00 am and close at 6.00 pm. Some shops as well as pharmacies close at noon and open again at 2.30 pm. On Saturdays, shops close either at noon or at 5.00 pm. Shops are closed on Sundays and public holidays. Every Saturday there is an open-air market in the city centre of Krems where you can buy fresh produce, meat, fruits, cheese, etc. at a really good price.

Restaurants / Heurigen / Bars

Students can find a variety of bars and restaurants in Krems. Opening hours vary, and restaurants may be closed once a week. „Heurigen“, which are typical Austrian wine taverns, are open at different places throughout the year and students can purchase cold dishes and wines from the vintner at moderate prices. The kitchen in a bar, café or restaurant usually closes at about 10 p.m. Be aware that there are smoking and non-smoking areas in restaurants.

The price you see is the price you pay. The normal Austrian practice is to give about 10 percent of the price as tip. Anyway, don't feel obliged to leave a tip if you are not satisfied with the service.

8.7. Post Office

Located at Brandströmstraße 4 -6, 3500 Krems. Opening Hours are from Monday to Friday 8:00 - 18:00 hrs and on Saturday from 9:00 - 12:00 hrs. The official website of the Austrian Postal Services is www.post.at

8.8. Public Transportation

In Krems, the train station is located at a ten-minute-walking distance from the Campus Piaristengasse, and at ten minutes' bus ride from the Campus Krems. The trains run daily to various destinations. Time-tables are available at the train station. Students can obtain a reduction at the train station that allows them to travel at half price within Austria. There is a shuttle bus between the main station and the Campus Krems as well as a city bus that travels around the city and to the outer districts of Krems. A one-way ticket is approx. € 1,70. The city bus leaves from the train station every hour at 20 and 50 minutes past the hour beginning at 06:20 am in the morning until 06:20 pm in the evening.

8.9. Bike & Taxi

Riding a bike is definitely recommended in Krems, since it's a really easy and healthy way to reach every location at no cost!

Calling a Taxi might sometimes be inevitable. The telephone numbers for Taxis in Krems are:

+43 (0) 2732 / 1718

+43 (0) 2732 / 77661

+43 (0) 664 / 5695777

8.10. Telephone

For telephone calls within Austria zero (0) has to be dialled before the respective area code. The dialling code for Austria is +43, the regional code for Krems is (0)2732.

Emergency Numbers (within Austria)

Police (Polizei)	phone: 133
Fire department (Feuerwehr)	phone: 122
Ambulance / medical emergency	phone: 144
Euro Emergency Call	phone: 112
Police department Krems	phone (Lost & Found): +43 (0)2732/83536-149

8.11. Motorway Tolls

Toll stickers are obligatory on all Austrian motorways and expressways for motorbikes, cars and busses. The toll is paid by purchasing a sticker that has to be attached to the windscreen ("Vignette" in German). For details please see www.asfinag.at.

8.12. Students' Union

The ÖH (Österreichische HochschülerInnenschaft – Austrian Students' Union) was founded in 1950 and is responsible for the national and local representation of students' interests. Every student is automatically member of the ÖH, which makes this union one of the biggest organizations in Austria in terms of members (it has currently about 270.000). For their students, the ÖH offers a variety of counseling

services, be it for the choice of study programme after school or legal aspects during studies. More information on the ÖH and their activities can be found on www.oeh.ac.at.

Membership however is not for free. Every student needs to pay a fee of approx. € 18,- (subject to change) which is mandatory. Failure in payment means that one is not properly enrolled. This money is used for the financing of the ÖH and is also to be spent for the students: € 0.50 is for an accident and liability insurance (www.studierende.allianz.at), which is valid for all incidents happening during study-related activities – also in foreign countries e.g. during internships or Erasmus programmes. Of the remaining amount, 85% are at the disposal of the local ÖH (the IMC FH-Studienvertretung, the IMC FH-representation) for supporting study-related activities (like for instance excursions or also social events).

8.13. Useful Sites and Addresses

Austrian Federal Railways	www.oebb.at
Austria National Tourist Office	www.austria.info
C & K Airportservice (airport transfer)	phone: +43 (0)1/44444
Gaby's Taxi (local taxi in Krems)	phone: +43 (0)2732/77661
MTS Taxi Service (local taxi in Krems)	phone: +43 (0)664/5695777
Taxi 1718 (local taxi in Krems)	phone: +43 (0)2732/1718
Hospital Krems (Mitterweg 10, 3500 Krems)	phone: +43 (0)2732/804-0
Meldeamt Krems & Fremdenpolizei (registration) (Obere Landstrasse 4, 3500 Krems)	phone: +43 (0)2732/801-0
Vienna International Airport	www.viennaairport.com phone: +43 (0)1/7007-0

8.14. How to reach Krems

The city of Krems is approximately 90 kilometers from the Vienna International Airport (VIE). There are various means of transportation students can use to reach Krems.

Upon request, international students can book a pick-up service from Vienna to Krems, the price per transfer being approx. € 110.-.

By Plane and Train

Vienna International Airport, take taxi to "Franz Josefsbahnhof" (approx. transfer time depending on traffic: 35 minutes) or the City-Airport-Train (CAT) to the center of Vienna (subway station "Landstrasse /

Wien Mitte“) and then taxi to “Franz Josefsbahnhof” or subway station “Spittelau”. Then take the train to Krems.

Trains to Krems leave almost every hour. The last train from Franz-Josefsbahnhof to Krems leaves around 10:00 p.m. Further information on the Austrian Railway schedule OEBB is available under www.oebb.at. After arrival in Krems it is best to take a taxi to your accommodation. Please let us know your arrival dates and times in advance so that we can inform the landlords.

By Plane and Car

Vienna International Airport, Airport Highway direction A23, always follow the exit sign “Prag-Brünn-Krems” continue on motorway A22 passing Stockerau-Tulln and S5 until you reach Krems, use exit “Zentrum”.

By Train

Arriving from Germany or any Western European Countries: Use “Westbahn” Salzburg-Linz-St. Poelten. At St. Poelten change trains. Trains to Krems leave almost every 50 minutes.

Arriving from Central and Eastern European Countries: Arriving at Vienna “Hauptbahnhof” (former “Südbahnhof”), change to train station “Franz-Josefsbahnhof”.

www.fh-krems.ac.at/en/how-to-find-us

www.wien.info/en/travel-info/to-and-around/airport-to-center

If you should still have any questions please contact international@fh-krems.ac.at.



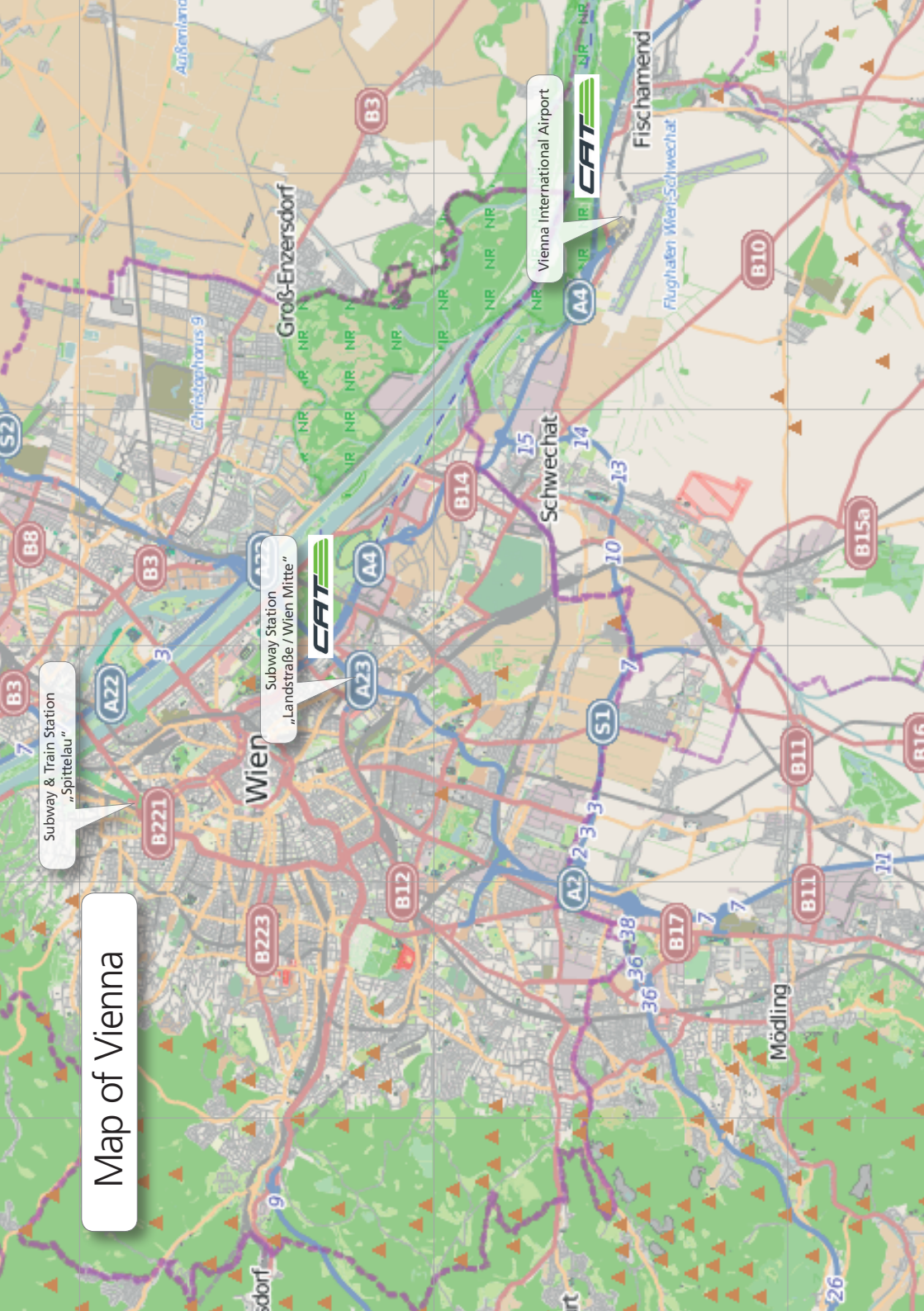
“Every accomplishment starts with the decision to try.”
(Anonymous)

Map of Vienna

Subway & Train Station
„Spittelau“

Subway Station
„Landstraße / Wien Mitte“

Vienna International Airport



Map of Krems

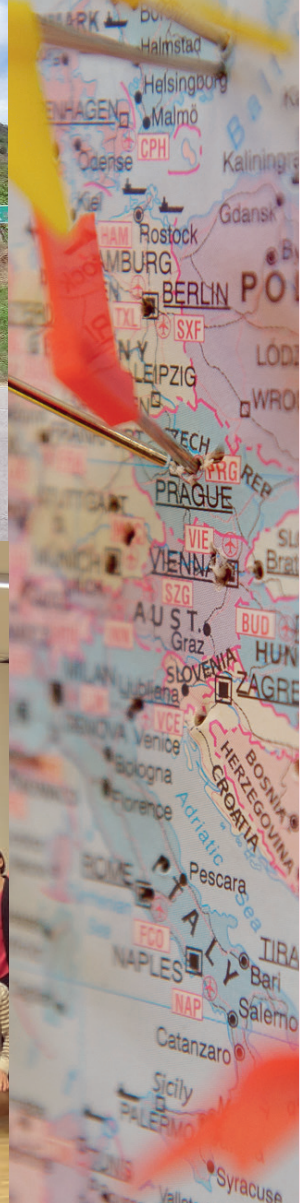
Int. Campus Piaristengasse

Campus Krems

International Campus "Piaristengasse"

Campus Krems

www.fh-krems.ac.at/en/how-to-find-us





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