

General information for beginners/Academic Calendar WS 2019/20

Important Dates for Pre-Study Programme Applicants

→ **Registration VGUH courses:** **July 8th – September 11th, 2019**

Separate registration procedures apply to students who receive their letters of acceptance/residence permits after the regular registration deadline. You will be given further information when registering at the VGUH-office.

Note: The semester counts even if course allocation takes place after October 15th!

- Before registration, you have to complete the mandatory **electronic pre-registration**: public.vguh.at
- After your online-pre-registration you have to come in person to the VGUH-office with your **letter of acceptance** and your **passport** to get your payment slip for the study fee and the login details for your student's account. Please pay the course fee and bring your deposit slip to the VGUH-office 3-5 days after payment to get your personal data sheet for enrollment at your university. After enrollment at university and to complete your registration process at the VGUH you have to send your **confirmation of registration for WS 19/20** of your university electronically to office@vguh. Only then a course selection is possible!

→ **Courses for students starting in WS 19/20 at VGUH – subject to possible changes:**

- Students with imposed German language assessment exam requirements:
The courses for German at level I, II, III are comprised of a basic course (12 German lessons per week) and a compulsory elective course (3 German lessons per week), which are to be taken at the same level. For a positive semester assessment, both courses (basic and elective) have to be passed separately.
- Students with (additionally) imposed subject exams:
The course offer at level III consists of a basic German course and subject courses; the compulsory elective German course is omitted. You get separate marks for the courses you attend.
- **Study fee:** to be paid not later than Sept. 11th, 2019. Details can be found on our homepage!
- All courses are exam-related courses and require at least 80% attendance for assessment.

→ **Mandatory Placement Tests for German:** start from September 12th, 2019

The tests will be held at Neubaugasse 10. You must register electronically before taking the test! This test is a mandatory requirement for admission to the VGUH. After registering in the VGUH-office you will find the date for this test in your VGUH-student's account!

→ **Course selection:**

After submitting your confirmation of registration, you choose your courses yourself in your VGUH-student's account. The exact time period for the course selection can be found on our homepage from September!

- **Registration for exams:** see public.vguh.at, the info-board at VGUH or VGUH-homepage
- **First examination weeks:** September 16th – October 4th, 2019
- **Information about German language assessment exam** (=Ergänzungsprüfung Deutsch: **EPD**) can be found on our homepage!
- **Beginning of courses:** September 30th, 2019
- **End of courses:** February 7th, 2020
- **End of semester:** February 14th, 2020

→ For more details ask at VGUH-office or in the courses or have a look at the info-board and our homepage!

→ **VGUH – contact details:** Office:

Neubaugasse 10, A-8020 Graz/Austria

Telefon: [43] (316) 83-14-96 10

e-mail: office@vguh.at

Fax: [43] (316) 83-14-96 11

homepage: <http://www.vguh.at>

learning platform: tc.tugraz.at/vguh



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Registration for beginners:

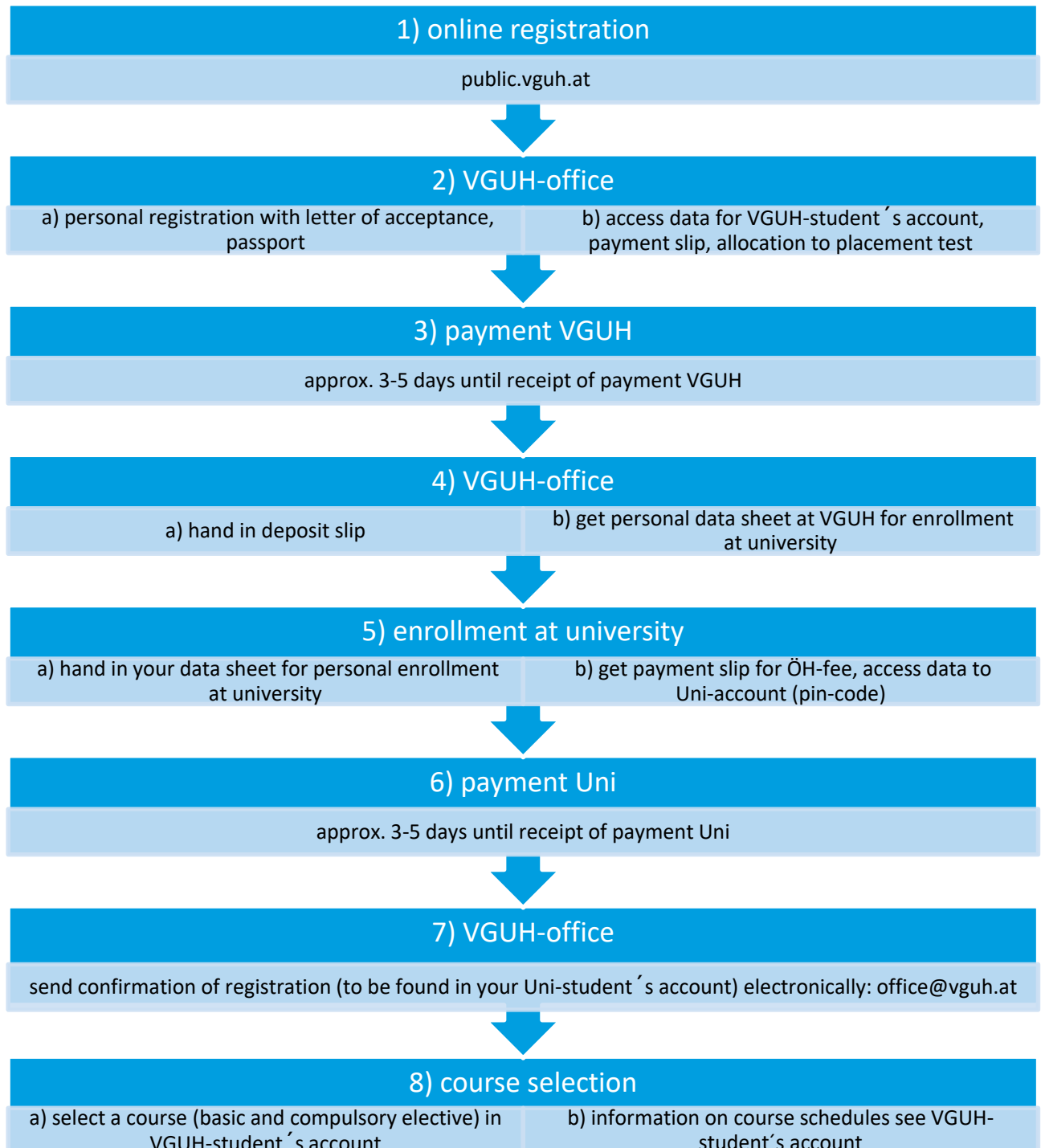
General admission period SS 19:

July 8th – September 11th, 2019

Grace period SS 19:

September 12th – November 30th, 2019

Steps 1 – 8 have to be done by students to attend a course at VGUH:



Mandatory placement tests: after registration (see step 2b above); start from Sept. 12th, 2019