

General information for beginners/Academic Calendar SS 2020

Important Dates for Pre-Study Programme Applicants

→ **General enrollment:** January 7th – February 17th, 2020

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

Note: The semester counts even if course allocation takes place after March 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 study 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 enrollment process at the VGUH you have to send your **confirmation of registration for SS 20** of your university electronically to office@vguh. Only then a course selection is possible!

→ **Regular courses for students starting in SS 20 at VGUH:**

- Students with imposed German language exam (EPD) 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:
Subject courses can be attended at German-level III/only English from level II. At level III the compulsory elective German course is not required. You get separate marks for the courses you attend.
- **Study fee:** Regular deposit deadline: Feb. 17th, 2020. Details can be found on our homepage!
- All courses have ongoing assessment. Therefore attendance of 80% is required in order that a positive course assessment can be given.

→ **Mandatory Placement Tests for German:** start from February 12th, 2020

The test will be held at Neubaugasse 10 and is a mandatory requirement for attending VGUH courses. 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 Feb. 2020!

→ **Registration for exams:** see public.vguh.at, the info-board at VGUH or VGUH-homepage

→ **First examination weeks:** February 24th – March 6th, 2020

→ **Information about German language exam** (=Ergänzungsprüfung Deutsch: **EPD**) can be found on our homepage!

→ **Beginning of courses:** March 3rd, 2020

→ **End of courses:** July 3rd, 2020

→ **End of semester:** July 10th, 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 Fax: [43] (316) 83-14-96 11

e-mail: office@vguh.at homepage: <http://www.vguh.at> learning platform: <https://moodle.vguh.at/lms>



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Enrollment for beginners:

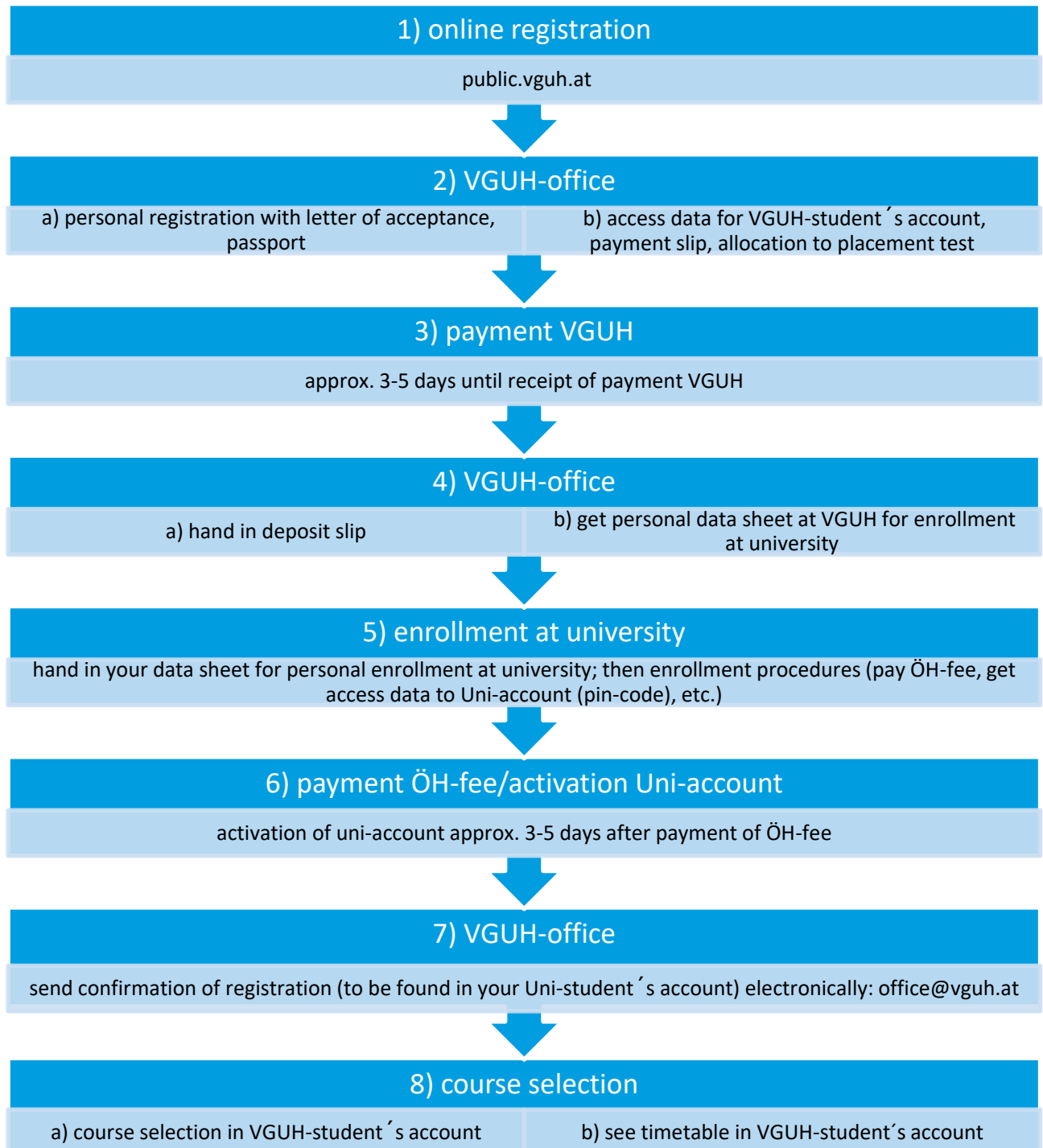
General enrollment period SS 20:

January 7th – February 17th, 2020

Grace period SS 20:

February 18th – April 30th, 2020

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 Feb. 12th, 2020