General information for beginners/Academic Calendar KUG-students WS 20/21

Important Dates for Pre-Study Programme Applicants

→ General enrollment: July 13th – September 13th, 2020

- Before registration, you have to do 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 record of studies, your confirmation of registration for winter semester 20/21 and your passport to get your login details for your VGUH-student’s account and information on paying the study fee. Then please pay the study fee and send the deposit slip to office@vguh.at 3-5 days after payment. As soon as you have taken the placement test, course selection is possible.
- 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 October 15th!

→ Mandatory Placement Tests for German: start from September 23rd, 2020, held at Neubaugasse 10

→ Course selection: You choose your course yourself in your VGUH-student’s account. The exact time period for the course selection can be found on our homepage from September 2020!

- Study fee winter semester 20/21 for regular students: Regular deposit deadline: Sept. 13th, 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.
- As virtual courses could also take place in WS 20/21, technical equipment is required.

→ Registration for exams: see public.vguh.at, the info-board at VGUH or VGUH-homepage
→ First examination week: September 21st – September 28th, 2020
→ First German language assessment exam (=Ergänzungsprüfung Deutsch: EPD): Examination fee: € 30.-
The exam consists of a written and an oral part:

  Written exam: September 21st, 2020
  Oral exam: September 28th, 2020 (on the premises of a positive written exam)

→ Beginning of courses: October 5th, 2020
→ End of courses: February 5th, 2021
→ End of semester: February 12th, 2021
→ Further examination week: end of January/beginning of February 2021
→ 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
Registration deadlines for beginners of studies at KUG at VGUH:

General enrollment period WS 20/21: July 13th – September 13th, 2020
Grace period WS 20/21: September 14th – November 30th, 2020

Steps 1 – 7 have to be done by students to be assigned to a course at VGUH:

1) enrollment at KUG after passing admission test
   a) go to KUG-admission-department with your passport
   b) get payment slip for study-fee

2) payment KUG
   a) approx. 3-5 days until receipt of payment
   b) activation of KUG-student’s-account; print record of studies

3) online registration VGUH
   public.vguh.at

4) VGUH-office
   a) personal registration with record of studies (including confirmation of registration), passport
   b) access data for VGUH-student’s-account, payment infos, allocation to placement test

5) payment VGUH
   approx. 3-5 days until receipt of payment

6) VGUH-office
   send deposit slip to office@vguh.at

7) course selection in VGUH-student’s account
   course selection and information on course schedule see VGUH-student’s account

Mandatory placement tests: after registration (see step 4b above); start from Sept. 23rd, 2020