INFORMATION SHEET 2022/23

INSTITUTION	
Official name:	**Fachhochschule St. Pölten/ St. Pölten University of Applied Sciences**
Erasmus code:	A ST-POLT03
Erasmus Charter for Higher Education (ECHE):	Ares(2021)1530201
PIC | Organisation ID:	954490477 | E10146606
Postal address:	Campus-Platz 1 3100 St. Pölten, Austria
Information:	Website in German Website in English Information for Incoming Students Facebook Facebook Group for Incoming Students Twitter YouTube Instagram Instagram Group of ESN St. Pölten
Legal representatives:	**Dipl.-Ing. Gernot Kohl, MSc** Chief Executive Officer (CEO) T: +43 2742 313 228 202 **FH-Prof. Dipl.-Ing. Hannes Raffaseder** Chief Research and Innovation Officer (CRO and CINO) T: +43 2742 313 228 616 **FH-Prof. Dipl.-Ing. Johann Haag** Chief Operation Officer (COO) T: +43 2742 313 228 631
Chairperson of the University of Applied Sciences Board:	**FH-Prof. Dipl.-Ing. Dr. Alois Frotschnig** Chairperson of the University of Applied Sciences Board T: +43 2742 313 228 601

OFFICE FOR INTERNATIONAL RELATIONS https://www.fhstp.ac.at/en/about-us/st-polten-uas-services/international-relations	
Head of International Relations / Bilateral Agreements:	**Mag. Mag. Daniela Lohner** T: +43 2742 313 228 262 E: daniela.lohner@fhstp.ac.at; cooperation@fhstp.ac.at
Incoming Exchange Students/ Erasmus Students:	**Judith Dürnberger, MA** T: +43 676 847 228 302 E: incomingstudents@fhstp.ac.at

Outgoing Students:	**Niamh Jones, BA** T: +43 2742 313 228 263 M: +43 676 847 228 263 E: outgoingstudents@fhstp.ac.at
Staff Incoming & Outgoing:	**Claudia Grötzl** T: +43 2742 313 228 260 E: claudia.groetzl@fhstp.ac.at, international@fhstp.ac.at
Interns Outgoing & Blended Intensive Programmes (BIPs):	**Mag. Andrea Steiner-Cardell, BA** T: +43 2742 313 228 251 E: andrea.steiner-cardell@fhstp.ac.at

Institutional Facts:

Location (map):	www.st-poelten.gv.at (click on 'Stadtplan')
City Population:	58,000
Student Population:	3,700
Academic calendar 2022/23:	**Winter semester 2022/23:** 5 September 2022 – 4 February 2023 **Summer semester 2023:** 20 February – 1 July 2023 Students taking classes of the ICT / Computing Module or other classes at the Department of Computer Science and Security can have classes until 19 July 2023.
Application deadlines for incoming students:	**Winter semester/full academic year 2022/23:** 15 May 2022 **Summer semester 2023:** 15 November 2022
Orientation days for incoming students:	**Winter semester/full academic year 2022/23:** 5 – 9 September 2022 **Summer semester 2023:** 20 **–** 24 February 2023 All exchange students are asked to attend the orientation week without fail.

Application information:	**Documents:**
	• Online application form
	• Learning agreement
	• Code of conduct
	• CV and letter of motivation (only for EPS and iLab)
	• Copy of German language certificate
	  (minimum requirement: B1 level) OR
	  Copy of English language certificate (minimum requirement: B1 level)
	  if you only choose courses in English
	• Latest transcript of records
	• Copy of passport/identity card
	• Proof of health insurance coverage in Austria (e.g. EHIC, student self-insurance, etc.)
	
	Please note that students from non EU/EEA countries or Switzerland are required to additionally send a copy of their visa / residence permit as soon as possible after receiving the acceptance letter to the Office for International Relations (in any case prior to their arrival).
	
	Further information to be found on the website.

Incoming Student Guide:	The Incoming Student Guide contains all important information for exchange students. Incoming students are therefore asked to study the Incoming Student Guide carefully.
Languages of instruction:	German, English Minimum requirement: level B1 according to the Common European Framework of Reference for Languages
Course Catalogue:	**Semester programmes taught in English for Incoming Students:** Interdisciplinary Module (open for all degree programmes): • iLab (winter and summer semester) Department Digital Business and Innovation: • Spotlight on Digital Business (winter and summer semester) Department Media and Digital Technologies: • European Project Semester (EPS) (winter and summer semester) • Digital Healthcare (upon agreement) Department Computer Science and Security: • European Project Semester (EPS) (winter semester) • ICT Module (winter semester) • Computing Module (summer semester) Each module comprises a minimum of 30 ECTS credits. **Course offer in German:** Students with sufficient German skills may also take classes in German upon agreement. The German course offer can be found here (click on the desired degree programme and 'Studieninhalte' to find the curriculum).
Course selection for incoming students:	If needed, exchange students may mix lectures from different degree programmes, provided there are no time clashes. This does not apply to iLab and EPS. Students of 'Media Technology, Bachelor' are asked to choose the EPS or iLab, as places in the German taught courses of the 1st and 2nd year are limited. Subjects offered in the 1st, 3rd and 5th semester can only be chosen in the winter semester. Subjects offered in the 2nd, 4th and 6th semester can only be chosen in the summer semester. Incoming students wishing to take subjects from the master degree programmes must have sufficient knowledge of the respective subjects, as all of these courses are at an advanced level.
Options in English for degree-seeking students:	• Creative Computing, Bachelor • Applied Research and Innovation in Computer Science, Master • Cyber Security and Resilience, Master

German language and Austrian culture:	**German language:** This course is offered throughout the semester. • 3 ECTS credits per semester, 3 teaching units per week* • 3 groups:

	o German 1 o German 2 o German 3 • There is no charge for attendance **Scouting Austrian Culture:** Workshop sessions on Austrian culture • 3 ECTS credits per semester • Language of instruction: English • There is no charge for attendance
Accommodation:	**Student homes:** There are three student homes within walking distance of St. Pölten UAS: 'Campus Domus', 'Wihast' and 'Campus Villa'. Students who wish to live in 'Campus Domus' or 'Wihast' are asked to fill in the application form, tick the appropriate boxes and send in the form by the deadlines mentioned above (see 'Application deadlines for international students'). **Private accommodation:** Private rooms and flats/flatshares often appear on the market at short notice. Vacancies and flatshare offers are posted on the university noticeboards. For more detailed information on accommodation please see the website.
International Student Network:	The Erasmus Student Network (ESN) is an organisation that carries out a variety of activities together with the students from abroad. Each international student is allocated a student buddy from Austria who helps him/her, especially at the beginning, to integrate into the student community. For more information, please contact the chairperson Alaa Abdel Megeed (esn@fhstp.ac.at)
Costs of Living:	Appr. €900/month (incl. accommodation costs of appr. € 350 monthly). Further information can be found here.
Insurance:	Make sure that you have valid health insurance before coming to Austria. See Incoming Student Guide for further information.