



Universität für Bodenkultur Wien
University of Natural Resources
and Life Sciences, Vienna

WELCOME TO BOKU

C. FIRST STEPS IN VIENNA

- Arrival in Vienna
- Orientation at BOKU
- Life in Vienna
(City Information, Public Transport, Practical Issues, Spare Time, ...)
- Useful Links
- Checklist for Exchange Students



BOKU

<http://www.boku.ac.at>

Center for International Relations

<http://www.boku.ac.at/zib.html>

Course database

<http://online.boku.ac.at>

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Content

Content	2
1. Introduction	3
2. Arrival in Vienna	4
2.1. Local registrations in Vienna.....	4
2.2. Registrations in Austria (for a stay longer than 3 months).....	4
2.3. Registrations at BOKU.....	5
2.4. BOKU-Account – Computer Access – BOKUonline (ZID).....	7
3. Orientation at BOKU	8
3.1 Getting around at BOKU.....	9
3.2. Studying at BOKU.....	11
3.2.1. The Academic Year at BOKU Vienna.....	11
3.2.2. Examination Period.....	11
3.2.3. Course Certificates.....	12
3.3. Departments.....	12
3.4. Structure of the Study Programmes.....	15
3.5. Language Courses.....	15
3.6. University Library.....	17
3.7. Other BOKU Units.....	19
3.7.1. Cafeterias.....	19
3.7.2. BOKU-Shop.....	20
3.7.3. Student Union at BOKU Vienna.....	21
3.7.4. The “International Committee“ of ÖH – Erasmus Student Network (ESN).....	21
3.7.5. The Student Counselling Center.....	21
3.7.6. Career Centre – zBp.....	22
3.7.7. BOKU-Choir.....	22
4. Life in Vienna	22
4.1. City Information.....	22
4.2. Public Transport.....	23
4.3. Currency, Cost of Living, Climate.....	26
4.4. Foreign Representations in Vienna.....	27
4.5. In Case of Illness.....	27
4.6. Practical issues: Bank – Post – Phone – Internet – Shops.....	28
4.7. Having Time off in Vienna.....	31
5. Useful Links and Addresses	35
6. What to do first? – Checklist for Exchange Students at BOKU	36

Attention: The information in this guide was recently updated but no guarantee can be made of its accuracy.

1. Introduction

Dear ERASMUS-Student,

Congratulations on having been selected as an exchange student at the University of Natural Resources and Life Sciences, Vienna. The team at the Center for International Relations is looking forward to welcoming you to Vienna.

We are most certain, that you will have an interesting, exciting joyful semester/year at our university and in our city. At BOKU, most of the other universities in Europe, people from different countries who speak different languages are studying, living socialising together. This contact with other cultures has changed many lives and offers the basis for an interesting and informative time.



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Living with people from all over the world is a great experience and offers many new and exciting opportunities. We are very honoured to be accompanying you during your time in Vienna and we will try our best to make your stay as comfortable as possible. Your exchange coordinator at the Center for International Relations, as well as your buddy and your Austrian colleagues will be a great source of information. Just feel free to contact us!

The first step towards a successful stay as exchange student is reading our information series **“Welcome to BOKU”**:

- A. ERASMUS APPLICATION AT BOKU
Application Procedure, The Academic Year, Structure of Programmes, Course Types, How to Look for Courses, ECTS, Thesis and Project Work, Language Proficiency, Contacts
- B. PLAN YOUR STAY AT BOKU
Entry & Residence Permits, Accommodation, Insurance, Working, Buddy Network, Language Courses, Arrival Time, Orientation in Vienna
- C. **FIRST STEPS IN VIENNA**
Arrival in Vienna, Orientation at BOKU, Life in Vienna (City Information, Public Transport, Practical Issues, Free Time, ...), Useful Links, Checklist for Exchange Students

After having organised everything you need in advance (see brochure A. ERASMUS APPLICATION and B. PLAN YOUR STAY AT BOKU) this brochure **“FIRST STEPS AT BOKU”** wants to help you with facing the **reality of arriving**. Where should I go to? When are my exams? How can I use the library? What can I do in the evening and in the weekends?

We want to support your integration into this new society, to give you a few hints and to inform you about facts concerning the daily routine at BOKU and student life in Vienna. You are likely to face administrative problems, especially at the beginning, as every country has its own way of working. If you need any help in these circumstances, please ask your coordinator or your Buddy.

Cultural differences can also cause problems. It can be difficult to adjust to a different culture and learn a new dialogue. To benefit from your stay both socially and academically, we would like to draw your attention to the fact that people are culturally different and therefore react in different ways in certain situations. If you are able to recognise and accept these differences you will easily benefit from your stay in Vienna.

All in all, we would like to wish you all the best for your EXCHANGE stay at BOKU!

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Tel.: +43 1 47654 2602, Fax: +43 1 47654 2606
<http://www.boku.ac.at/zib.html?&L=1>

European Exchange Coordinator – SOKRATES/ERASMUS
ulrike.piringer@boku.ac.at

2. Arrival in Vienna

2.1. Local registrations in Vienna

Everyone who lives in Austria is required by Austrian law to register with the local authorities. Registration with the municipal authorities must be completed within three (working) days of your stay in Austria. The documents required are a valid passport and the residence registration form ("Meldezettel").

The "Meldezettel" can be obtained at the municipal authorities, in the ZIB or downloaded at <http://www.wien.gv.at/verwaltung/meldeservice/pdf/meldezettel.pdf>. When changing your address during your stay in Vienna, you need to inform the municipal authorities by filling in a new "Meldezettel". A couple of days before your departure from Vienna, you need to sign off.

District	Address	Telephone (+43 1 4000 -)
1.	Wipplingerstraße 8, ground floor	01550
2.	Karmelitergasse 9, ground floor, room 15-17	02551
3.	Karl-Borromäus-Platz 3, ground floor, "Service-Center Landstraße"	03551
5.	Rechte Wienzeile 105, Service Center Wienzeile	05551
6.	Hermannsgasse 24-26, 1 st floor, rooms 102	07551
9.	Wilhelm-Exner-Gasse 5, 1 st floor, rooms E.11 and E.13	09551
10.	Laxenburger Straße 43-45, ground floor, rooms 1-4	10551
11.	Enkplatz 2, Amtshaus, left entrance, rooms 1-4	11552
12.	Schönbrunnerstraße 259, 2 nd floor, rooms 208 – 209	12551
13.	Dommayergasse 12, 3 rd staircase, 3 rd floor, rooms 301-306	13551
15.	Gasgasse 8-10, main entrance, Front-Office	15551
16.	Richard-Wagner-Platz 19, ground floor	16551
17.	Elterleinplatz 14, 2 nd floor, room 210	17551
18.	Martinstraße 100, ground floor, room 2	18552
19.	Gatterburggasse 14, raised ground floor, right, room 119	19551
20.	Brigittaplatz 10, 1 st floor, rooms 106-109	20551
21.	Am Spitz 1, 1 st floor, rooms 108-110	21551
22.	Schrödingerplatz 1, ground floor, „Service Zentrum Donaustadt“	22551
23.	Perchtoldsdorfer Str. 2, Service –Center Liesing	23551

2.2. Registrations in Austria (for a stay longer than 3 months)

If you are an EEA national (EU country + Iceland, Liechtenstein, Norway) or a Swiss national and you are **staying in Austria for longer than 3 months** you have to register with the competent municipal authority (Magistrat, Bezirkshauptmannschaft) **at latest 4 months after your registration in Vienna** and you will receive a **confirmation of registration** (EUR 55 fee). For this registration the following documents are necessary:

- filled in and signed application form
- valid identification card or passport,
- proof of an adequate health insurance (e.g. European Health Insurance Card),
- proof of sufficient financial means,
- students also need a confirmation of admission by the university.

This registration is necessary in addition to the registration according to the registration act! In case of non-compliance with this regulation a fine may be imposed.

Please find more information at: <http://www.wien.gv.at/verwaltung/personenwesen/einwanderung/ahs-info/pdf/facts-anmeldesch-en.pdf>

2.3. Registrations at BOKU

Center for International Relations (ZIB)

The Center for International Relations (ZIB) will help you with your first steps at BOKU! Please come to one of our infosessions "Paperwork" right after your arrival. (If that is not possible, you can also come directly to ZIB). The Incoming Coordinators at ZIB are looking forward to welcoming you at their office.

At the infosessions ZIB provides you with

- A checklist for the arrival with information on the enrolment to BOKU and the course registration
- The programme of the Welcome Days
- „Meldezettel“ and registration form
- The form for getting the „semesterticket“ of the Wiener Linien
- Information about Vienna and a city map.

In addition you should contact them, if you

- Need a confirmation of arrival /confirmation of stay
- Have changes of /questions about your Learning Agreement (Please only fill in the changes form, when you are really sure, which courses you are taking)
- Have questions about prolonging your stay
- Have general questions about your stay or want to talk about personal problems

If you have scientific questions about your subjects, please contact your departmental coordinator (see the list in brochure A Erasmus Application or <http://www.boku.ac.at/3482.html?&L=1>) Also your buddy can be a helpful source of information!

During the Welcome Days you will receive information about studying at BOKU and practical issues. We also offer a guided city tour and a university tour free of charge. Further excursions are offered by the "Referat für Internationales" at the Students Union.

Universität für Bodenkultur
Center for International Relations
 Peter-Jordan-Straße 82a, A-1190 Wien
<http://www.boku.ac.at/zib.html?&L=1>
 Tel.: +43 1 47654 2621

Office hours: Monday to Friday from 10.00 to 12.00 am
 Wednesday also from 2.00 to 4.00 pm
 Erasmus Incoming Coordinator:
Ulrike Piringer
Ulrike.piringer@boku.ac.at

Enrolment as BOKU Student and Registration for Courses

Foreign students studying at BOKU within an exchange programme (ERASMUS, JOINT STUDY, CEEPUS, IAMONET, etc), receive a terminal admission. (The admission letter has been sent by post).

BOKU has improved its registration procedure for **ERASMUS students: You now have to take some action BEFORE you arrive** – If you **follow all steps written in the checklist one by one, you can register for all courses on time!** (The earlier you register for courses, the higher the chances that you will get a place)

Erasmus students, who completed the online-preregistration (+ PHOTO) on time (www.boku.ac.at/4295.html) will get their **BOKUCard (= student identity card)** and other documents **at the Infosessions “Paperwork”** after their arrival. (Dates and places see checklist for arrival - If you can not come to one of the infosessions paperwork, you can also come directly to ZIB during the office hours).

Please bring the following documents with you:

- Your letter of admission („Bescheid über Zulassung zum Studium“) – this was sent to your home address as soon as the application forms were complete and in order
- A valid passport or identity card
- The e-mail with your payment confirmation
(Please be aware: If you receive the payment notification less than 5 days before your arrival, do not pay online anymore – in this case it is quicker, if you pay directly at BOKU)

All other exchange students have to go to the “Studienabteilung” (Dean’s Office = registration office) after their arrival to be enrolled at BOKU.

Before going to the Dean’s Office, you have to complete the BOKUonline pre-registration:

<http://www.boku.ac.at/4295.html>)

Please present the following documents:

- Your letter of admission („Bescheid über Zulassung zum Studium“) – this was sent to your home address as soon as the application forms were complete and in order
- A valid passport or identity card
- A passport sized photograph

**Universität für Bodenkultur
Studienabteilung (Dean’s Office)**

Gregor-Mendel-Haus, 2nd floor, at the main staircase, room 01

Gregor-Mendel-Straße 33, A-1180 Wien

Tel.: +43 1 47654 1086, Fax +43 1 47654 1044

Email: studabt@boku.ac.at

<http://www.boku.ac.at/studek.html?&L=1>

Office hours: Mo – Fr, 09.00 – 12.00 am, also Wed 2.00 – 5.00 pm
(on lecture-free days until 4.00 pm)

At the Dean’s Office you have to pay **the student union fee of €16.50** by bank card (maestro).

If you pay by bank card directly at the Dean’s Office, your BOKUonline account will be activated immediately.

In case you do not have a bank card, you will get a payment form.

If you pay online or with a payment form, you can only activate your BOKUonline account and registers for courses approx. 5 days after having paid.

IMPORTANT:

The student union fee is obligatory. Enrolment is only valid after payment. If you do not pay the student union fee, you can not register for courses and will not get any certificates.

Please be aware that also students doing an internship or working on their thesis have to pay the student union fee. Otherwise you will not get a confirmation of stay!

After enrolment, you will receive your BOKUcard (= student identity card). Furthermore, you will get an email-address and a user account for the computer labs.

If you are staying in Vienna for the whole academic year, another payment notification will be sent to your BOKU e-mail address at the end of the winter semester. Then you have to pay the student union fee of €16.50 for the summer semester.

When you first register as student in Austria, you will receive your personal registration number („Matrikelnummer“). This number will be yours for the rest of your academic career in Austria, even if you change Universities. Every letter and report will carry this number.

The BOKU card is the official confirmation that you are attending BOKU and it must be given to you personally. Confirmations of enrolment/continuation („Inskriptionsbestätigung“) can be print in BOKUonline.

2.4. BOKU-Account – Computer Access – BOKUonline (ZID)

The Center for IT Services (Zentraler Informatikdienst, ZID) is responsible for creating and running the networking, communication, and computing infrastructure for the BOKU University. They provide many services.

Zentraler Informatikdienst (ZID)
 Peter-Jordan-Straße 82, A-1190 Wien
 Tel.: +43 1 47654 2100, Fax: +43 1 47654 2149
 Email: zid-sek@boku.ac.at
 Hotline (for technical problems): +43 47654 2107 Email: hotline@boku.ac.at
http://www.boku.ac.at/zid.html?&no_cache=1&L=1

BOKU-Account

In order to use the central IT services and Novell-Netware and Unix servers, you need to obtain an account from the Centre for IT Services (ZID). (i.e. a username and password).

You need this account for login in at BOKUonline and to register for the courses.

With this account, you also get an e-mail address, a personal homepage, access to the Internet, and access to various software. You get your account automatically when registering at the university (ERASMUS students, who have completed their online pre-registration will receive it by e-mail together with the payment information) You have to activate the account approx. 5 days after having paid the student union fee (If you pay the student union fee directly at BOKU – Dean’s Office, your account will be activated immediately).

Please find more information at: <http://www.boku.ac.at/zid-boo-account.html?&L=1>

BOKU online

<http://online.boku.ac.at> – Please click on the English flag to get the English version.

The most important function of BOKU online is the registration for courses and exams. Further content of BOKU online are course information, curricula, class schedule, time table for students, exam information, certifications, persons, accounts, rooms, ...

Content of courses are accessible without application, but to register for courses and exams it is necessary to have a BOKU-account.

BOKUonline introductory sessions for international students are offered at the beginning of the semester (Welcome Days,...)

General information about BOKUonline can be found at:

<http://www.boku.ac.at/zid-bokuonline.html?&L=1>

and <http://www.boku.ac.at/zid-boo-stud-einf-unterlagen.html?&L=1>

User Rooms

For all BOKU students who have a valid account, the Centre for IT Services offers a large number of PC workstations with a broad range of software products and with some additional hardware for networking, printing, plotting, scanning, and digitising, located in so-called user rooms in various buildings of the BOKU, in Peter Jordan-Straße, Borkowskigasse, and Muthgasse. In these rooms, you can get help from tutors. The majority of PCs have German keyboards and German software versions, but they also provide a few English PCs with US-English keyboards and English software. Details concerning user rooms can be found at <http://www.boku.ac.at/zid-userraum.html?&L=1>

If you have any questions or if you encounter any problems in the user rooms, you are welcome to contact one of the tutors who will help you immediately. You can easily recognize them by their "tutor" label. For more information about the tutors, see <http://www.boku.ac.at/zid-tutor.html> (in German only).

3. Orientation at BOKU

The University of Natural Resources and Life Sciences, Vienna, the Alma Mater Viridis, sees itself as an education and research centre for renewable resources, which are a necessity for human life. With its wide range of areas of expertise it is the task of BOKU to contribute significantly to the protection of life resources for future generations. With a connection between natural sciences, engineering and economics, BOKU is trying to deepen the knowledge of an ecologically and economically sustainable use of natural resources in a cultivated landscape.

BOKU was founded as the "Hochschule für Bodenkultur Wien" in 1872. The opening took place on October 15th of the same year. BOKU started as an agricultural institute (1872). In 1896, BOKU moved from the 8th district to the area around Türkenschanz Park in the 18th and 19th district. The Center for International Relations was founded in 1991, the same year the buildings at Muthgasse were opened. Five years later, the second part – Muthgasse II – was put into operation. Today, the departments of BOKU are located all throughout the 18th and 19th districts, mainly Muthgasse, and around Türkenschanz Park.

BOKU – Facts and Figures

Students: ~ 10500 **Scientific staff:** 960 **Other staff:** 650

Universität für Bodenkultur Wien Gregor Mendel Straße 33, A-1180 Wien Tel.: +43 1 47654 0 http://www.boku.ac.at/home.html?&L=1
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3.1 Getting around at BOKU

BOKU has two “campuses”:

Map of BOKU Campus at Türkenschanze

The map shows the BOKU campus layout with buildings numbered 1 through 18. It includes street names: M.A. Emanuel-Strasse, Peter Jordan-Strasse, Danenstraße, Festimantelstraße, Gregor Mendel Straße, and Peter Jordan-Strasse. Bus stop numbers 10A, 37A, and 40A are also indicated.

Exner - House
 Peter Jordanstr. 82
 1190 Wien

Schwackhöfer - House
 Peter Jordanstr. 82
 1190 Wien

ÖH-Building
 Peter Jordanstr. 76
 1190 Wien

ZIB Villa – Center for International Relations
 Peter Jordanstr. 82a
 1190 Wien

Mendel - House (Main Building – Dean’s Office)
 Gregor Mendelstr. 33
 1180 Wien

Busstop at „Dänenstraße“

Map of BOKU Muthgasse

The map shows the area around BOKU Muthgasse. Key streets include Mooslackengasse, Muthgasse, Boschstraße, Gunoldstraße, Lorenz Müller Straße, Heiligenstädter Straße, Barowitzkagasse, and Müßdorfer Lände. Landmarks include Bahnhof Heiligenstadt (U4) and the Donaukanal. Green squares on the map indicate the locations of VIBT (Muthgasse III) at Muthgasse 11 and two buildings at Muthgasse 18. A green arrow points to the BOKU-Zentrum.

**VIBT ("Muthgasse III")
Muthgasse 11**

**Muthgasse 18
1190 Wien**

**Muthgasse 18
1190 Wien**

Transport to BOKU

Bus Line 40 A

This connects the city centre and the U6 (“Währinger Straße” station) with Gregor-Mendel-House (main building) - “Linnéplatz” stop – and with the ZIB and other departmental buildings at the “Dänenstraße” stop.

Bus Line 37 A

This connects the U4 (“Spittelau” stop) and the U6 (“Nußdorfer Straße” stop) with the BOKU headquarters (terminal Stop “Dänenstraße”).

Bus Line 10 A

This connects the S-Bahn (“Gersthof” or “Heiligenstadt” stops) and the U4 (“Heiligenstadt” stop) with the BOKU buildings. Furthermore, it also connects the BOKU headquarters with the buildings in Muthgasse (transfer to bus line 11A or use the pedestrian terminal towards Muthgasse).

3.2. Studying at BOKU

3.2.1. The Academic Year at BOKU Vienna

The academic year is divided into two semesters:

Winter Semester (WS)	1 October 2011 – 3 February 2012
German Intensive Language Course	September 2011
Registration at the Dean’s Office	29 August 2011 – 7 October 2011 (holiday: first two weeks of August)
Classes begin	Mostly in the 2 nd week of October (some exceptions, e.g. preliminary discussion)

Summer Semester (SS)	27 February 2012 – 1 July 2012
German Intensive Language Course	February 2012
Registration at the Dean’s Office	6 February 2012 – 9 March 2012
Classes begin	Mostly in the 1st week of March (some exceptions, e.g. preliminary discussion)

Holidays

Christmas Break: December 19, 2011 – January 6, 2012
 Semester Break: February 4, 2012 – February 26, 2012
 Easter Break: April 2, 2012 – April 22, 2012
 Summer Break: July 2, 2012 – September 30, 2012

Official Holidays 2011/12

October 26:	National Holiday	April 8/9:	Easter
November 1:	All Saints’ Day	May 1:	National Holiday
December 8:	Saint Mary’s Holiday	May 17:	Ascension Day
December 25:	Christmas Day	May 27/28:	Whitsun
December 26:	Saint Stephens Holiday	June 7:	Corpus Christi
January 1:	New Year’s Day	August 15:	Assumption
January 6:	Epiphany		

Other University Holidays

November 2:	All Soul’s Day	Tuesday following Whitsun
November 15:	Patron’s Day (Leopold)	

June 8, 2012:	Rector's Day	
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3.2.2. Examination Period

There are no set examination periods. As a general rule, however, the examinations of semester courses are held at the end and beginning of the semester. The exam-free periods last from December 22, 2011 to January 1, 2012 and from July 16, 2012 to August 27, 2012.

3.2.3. Course Certificates

For each passed exam you receive a course certificate (Zeugnis). The certificates and a transcript of records (list of all passed exams) can be picked up personally at the Dean's office – in German as well as in English. If you do not get your certificates before your departure, they can be sent to you or to the international office of your home university by the Center for International Relations.

3.3. Departments

The University of Natural Resources and Life Sciences is divided into 15 departments:

- Department of Material Sciences and Process Engineering
- Department of Biotechnology, Department of Water, Atmosphere and Environment
- Department of Nanobiotechnology
- Department of Chemistry
- Department of Integrative Biology and Biodiversity Research
- Department of Food Sciences and Technology,
- Department of Spatial-, Landscape-, and Infrastructure-Sciences, Department of Economics and Social Sciences
- Department of Sustainable Agricultural Systems
- Department of Structural Engineering and Natural Hazards
- Department of Forest- and Soil Sciences
- Department of Applied Plant Sciences and Plant Biotechnology
- Department of Agrobiotechnology (IFA Tulln)
- Department of Applied Genetics and Cell Biology

Every department is allocated a three-digit number, which should facilitate the search when selecting courses. "H" is the classification letter for BOKU. These departments are then divided into several institutes.

The institute of the various departments cannot always be found in the same building. The stated addresses refer to the contact person of the department. Further information can be found on the BOKU-homepage at <http://www.boku.ac.at/201.html>.



Department of Material Sciences and Process Engineering (H 890)

Institute of Wood Science and Technology (H 891)
 Institute of Physics and Materials Science (H 892)
 Institute for Chemical and Energy Engineering (H 893)

Peter-Jordan-Straße 82, A-1190 Wien Kontakt: martina.chobot@boku.ac.at
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Department of Biotechnology (H 790)

Institute for Applied Microbiology - IAM (H 791)
 Bioinformatics (H793)

Muthgasse 18, A-1190 Wien contact: office@iam.boku.ac.at
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**Department of Water, Atmosphere and Environment (H 810)**

Institute of Sanitary Engineering and Water Pollution Control (H 811)
 Institute of Hydrobiology and Aquatic Ecosystem Management (H 812)
 Institute of Waste Management (H 813)
 Institute of Meteorology (H 814)
 Institute of Hydraulics and Rural Water Management (H 815)
 Institute of Water Management, Hydrology and Hydraulic Engineering (H 816)

Max Emanuel-Straße 17, A-1190 Wien
 contact: franziska.schmuttermeier@boku.ac.at

**Department of NanoBiotechnology (H 801)**

Gregor Mendel-Straße 33, A-1180 Wien
 Contact: dieter.jaeger@boku.ac.at

**Department of Chemistry (H 770)**

Division of Analytical Chemistry (H 771)
 Division of Biochemistry (H 772)
 Division of Organic Chemistry (H 773)

Muthgasse 18, A-1190 Wien
 contact: chemie@boku.ac.at

**Department of Integrative Biology (H 830)**

Institute of Botany (H 831)
 Institute of Wildlife Biology and Game Management (H 832)
 Institute of Zoology (H 833)
 Centre for Environmental Studies and Nature Conservation (H 834)
 Institute of Mathematics (H 835)

Gregor Mendel Straße 33, A-1180 Wien
 contact: wolfgang.ruppert@boku.ac.at

**Department of Food Sciences and Technology (H 750)**

Division of Animal Food and Nutrition – AFN (H 751)
 Division of Food Technology – FT (H 752)
 Division of Food Biotechnology – FB (H 753)
 Division of Food Microbiology and Hygiene – FM (H 754)
 Division of Food Chemistry – FC (H 755)
 Division of Food Quality Assurance – FQ (H 756)

Muthgasse 18, A-1190 Wien
 contact: wolfgang.kneifel@boku.ac.at or helena.szabot@boku.ac.at

**Department of Spatial, Landscape, and Infrastructure Sciences (H 850)**

Institute of Applied Statistics and Computing – IASC (H 851)
 Institute of Landscape Architecture – ILA (H 852)
 Institute of Landscape Development, Recreation and Conservation Planning – ILEN (H 853)
 Institute of Landscape Planning (H 854)
 Institute of Spatial Planning and Rural Development – IRUB (H 855)
 Institute for Transport Studies – IVE (H 856)
 Institute of Surveying, Remote Sensing and Land Information – IVFL (H 857)

Peter-Jordan-Straße 82, A-1190 Wien
 contact: rali@boku.ac.at

**Department of Economics and Social Sciences (H 730)**

Institute of Sustainable Economic Development (H 731)
 Institute of Forest, Environmental and Natural Resource Policy (H 732)
 Institute of Agricultural and Forestry Economics (H 733)
 Institute of Production and Logistics (H 734)
 Institute of Marketing and Innovation (H 735)
 Chair for Business Economics of the Forest Sector (H 7301)

Feistmantelstraße 4, A-1180 Wien
 contact: christina.roder@boku.ac.at

**Department of Sustainable Agricultural Systems (H 930)**

Division of Agricultural Engineering (H 931)
 Division of Livestock Sciences (H 932)
 Division of Organic Farming (H 933)

Peter-Jordan-Straße 82, A-1190 Wien
 contact: melanie.loeffler@boku.ac.at

**Department of Structural Engineering and Natural Hazards (H 870)**

Institute of Mountain Risk Engineering – IAN (H 871)
 Institute of Applied Geology – IAG (H 872)
 Institute of Geotechnical Engineering – IGT (H 873)
 Institute of Soil Bioengineering – IBLB (H 874)
 Institute of Structural Engineering – IKI (H 875)

Peter-Jordan-Straße 82, A-1190 Wien
 contact: evelin.kamper@boku.ac.at

**Department of Forest and Soil Sciences (H 910)**

Institute of Soil Science (H 911)
 Institute of Forest Ecology (H 912)
 Institute of Silviculture (H 913)
 Institute of Forest Growth and Yield Research (H 914)
 Institute of Forest Engineering (H 915)
 Institute of Forest Entomology, Forest Pathology and Forest Protection (H 916)
 Forest Demonstration Centre (H 917)

Peter-Jordan-Straße 82, A-1190 Wien
 contact: karl.stampfer@boku.ac.at

**Department of Applied Plant Sciences and Plant Biotechnology (H 950)**

Institute of Agronomy and Plant Breeding – IPP (H 951)
 Institute of Horticulture and Viticulture – IGOW (H 952)
 Institute of Plant Protection – IPS (H 953)
 Institute of Applied Genetics und Cell Biology – IAGZ (H 954)
 Experimental Farm Groß-Enzersdorf (H 955)
 Experimental Plants House (H 956)

Gregor-Mendel-Straße 33, A-1180 Wien
 Contact: gertraud.burghardt@boku.ac.at

**Department of Agricultural Biotechnology - IFA Tulln (H 970)**

Biotechnology in Plant Production (H 971)
 Natural Materials (H 972)

Centre for Analytical Chemistry (H 973)
 Environmental Biotechnology (H 974)
 Biotechnology in Animal Production (H 975)

Konrad Lorenz Straße 20, A-3430 Tulln
 contact: renate.hoermann@boku.ac.at



Department of Applied Genetics and Cell Biology (DAGZ)

Muthgasse 18A-1190 Wien
 contact: eva_maria.gelb@boku.ac.at

3.4. Structure of the Study Programmes

All exchange students have to be enrolled for one of the BOKU study programmes.
 But please be aware that you can choose courses from all programmes at your level.

Since the academic year 2004/05, all courses of study have changed over to the Bachelor and Master system.
 Every course of study has a classification number allocated – the so-called “Studienkennzahl”. “H” is the classification letter of BOKU. Further information can be found at <http://www.boku.ac.at/705.html?&L=1>

Bachelor Programmes

Duration of study: 6 terms; awarded title: Bakkalaureus der technischen Wissenschaften or Bakkalaurea der technischen Wissenschaften (short: Bakk. techn.)

Master Programmes

Duration of studies: 4 terms; awarded title: Diplomingenieur or Diplomingenieurin (short: Dipl.-Ing. or DI)

PhD Programmes

Duration of study: 6 terms, awarded title: „Doktor der Bodenkultur /Doktorin der Bodenkultur“ (short: Dr.nat.tech.) or „Doktor der Sozial- und Wirtschaftswissenschaften“/“Doktorin der Sozial- und Wirtschaftswissenschaften“ (short: Dr.rer.soc.oec)

3.5. Language Courses

Courses in “Deutsch als Fremdsprache” (German as a Foreign Language) are available at the Center for International Relations during the semesters (Deutsch Fachsprache is free of charge, for the other courses you are asked for a tuition fee). Besides the improvement of your language skills, the courses also try to widen your social and intercultural skills. Before the beginning of the semester a German Intensive Language Course is offered for exchange students.

We strongly recommend the attendance of German courses. The following courses will most probably be offered:

Course	Semester	Weekly hours/ ECTS credits
German – Beginners I	WS	2
German – Beginners II	SS	2
German Fachsprache A	WS	2
German Conversation II – Intermediate	WS	2
German Fachsprache B	SS	2
German Conversation III – Intermediate	SS	2

In addition BOKU offers language courses in **other languages**.
Information will be available on <http://www.boku.ac.at/sprachkurse.html?&L=1> in February.

For all courses please contact:

Centre for International Relations
 MMag. Maurely Velazquez de Schermaier
 Peter-Jordan-Straße 82a, A-1190 Wien
 Tel.: +43 1 47654 2613, Fax: +43 1 47654 2606
 Email: sprachkurse@boku.ac.at
<http://www.boku.ac.at/sprachkurse.html?&L=1>

If you prefer learning languages in a more private way, BOKU can also appoint you a **tandem partner**:
 You teach him/her your language and learn his/her's as well, e.g. while cooking together or sitting in a café.
 Please have a look at: <http://www.boku.ac.at/tandem.html?&L=1>
 Contact: tandem@boku.ac.at

Other German Courses in Vienna

If you want to improve your German knowledge beyond the courses offered at BOKU, you have a big choice of courses held in Vienna.

A list of Austrian language schools can be found at the homepage of Campus Austria, an association of Austrian language schools:

<http://www.campus-austria.at/index.php?mode=sectionInstitutes>

Here is a list of institutions that offer German courses:

<p>Wiener Internationale Hochschulkurse der Universität Wien Universitätscampus – Altes AKH Alser Straße 4, Hof 1.16 Tel.: +43 1 4277 24101 Email: deutschkurs@univie.ac.at http://www.univie.ac.at/WIHOK/wihok_index_e.html</p>	<p>Deutschakademie Wien Opernring 1, Stiege E, 1010 Wien (1. Bezirk). Sekretariat im 3. Stock Tel : +43-1-585 73 13 Fax: +43-1-585 57 13 Email: info@deutschakademie.com http://www.deutschakademie.com/learn-german-courses/index.htm</p>
<p>Internationales Kulturinstitut IKI Opernring 7, A-1010 Wien Tel.: +43 1 586 73 21, Fax: +43 1 586 29 93 Email: office@ikivienna.at http://www.ikivienna.at</p>	<p>ActiLingua Academy Wattmanng. 15, A-1130 Wien Tel.: +43 1 877/6701, Fax: DW 6703 E-Mail: german@actilingua.com http://www.actilingua.com</p>
<p>Cultura Wien Bauernmarkt 18, A-1010 Wien Tel.: +43 1 533 24 93, Fax: +43 1 533 59 12 Email: office@culturawien.at http://www.culturawien.at/eng</p>	<p>Inlingua Wien Neuer Markt 1, A-1010 Wien Tel.: +43 1 512 22 25, Fax: +43 1 513 94 56 Email: wien@inlingua.at http://www.inlingua.at</p>

3.6. University Library

The library contains books relevant to the fields of study at the university. These being general engineering sciences, general natural sciences, agriculture, forestry, water and waste management, food science and biotechnology, landscape planning, environmental sciences and economics. All in all, around 500,000 volumes, 2,300 scientific magazines and about 6,000 maps and atlases are available.

To borrow books you will be required to register. You do this at the main desk in the library by showing your student I.D. and then filling out the form for users ("Stammdatenblatt für Benutzer") (http://www.boku.ac.at/fileadmin/_H143-biblio/TEMP/_stamm_benutzer.pdf)

The search and reservation of books as well as the extension of the loan period can be completed via Internet. You can borrow a maximum number of 10 volumes at the same time. In addition, you can reserve a maximum number of 5 volumes via the online-catalogue.

At the beginning of each semester, a short session on how to use the library is offered. A useful library guide can be found on the university library's homepage.

The library offers a workstation for the blind or visually impaired persons (VIP).

**University for Bodenkultur
Universitätsbibliothek**
Wilhelm-Exner-Haus
Peter Jordan-Straße 82, A-1190 Wien
Tel.: +43 1 47654 2060, Fax: +43 1 47654 2092
E-Mail: ub.support@boku.ac.at
<http://www.boku.ac.at/bib.html?&L=1>

Opening hours: Mo-Th 8.30 am – 8.00 pm, Fr 8.30 am – 5.00 pm
(lecture free time: Mo – Fr 8.00 am – 4.00 pm)

In addition to the main library there are three more specialised libraries ("Fachbibliotheken"):

Fachbibliothek für Lebensmittel- und Biotechnologie
Muthgasse 18, Zwischengeschoß A-1190 Wien
Opening hours: Mo- Th 9.00 am – 8.00 pm, Fr 9.00 am – 5.00 pm
(lecture free time: according to the signs)

Fachbibliothek SOWIRE
(Specialised Library for Social Sciences and Law)
Feistmantelstraße 4, A-1180 Wien
Tel.: +43 1 47654 4412

Fachbibliothek Wald, Natur, Technik
(Specialised Library for Forest, Nature and Engineering)
Peter Jordan-Straße 70, A-1190 Wien
Tel.: +43 1 47654 4371

Department Libraries

Beyond that, most of the departments have their own specific libraries.

Libraries of other Universities

You can search for books from nearly all Austrian academic libraries at <http://www.portal.ac.at/owa/portal.universitaeten>

This catalogue contains the data of all members of the Austrian Library Network.

Medical University Vienna

To borrow books here, you need a valid membership card of the university library of the Medical University Vienna. To get one of those cards you have to present a personal I.D. and the "Meldezettel" from Monday to Friday between 9.00 am and 3 pm.

University Library

Währinger Gürtel 18-22
Postfach 100, A-1097 Wien
Tel.: +43 1 40 400 1085, Fax: +43 1 40 400 1086
E-Mail: bibliothek@meduniwien.ac.at
http://ub.meduniwien.ac.at/content/303_startseite.php?ID_ort=9&ID_seite=349
Opening hours: Mo – Fr 9.00 am – 8.00 pm, Sa 9.00 am – 5.00 pm

University of Vienna

To get a membership card you should go to the information desk with your "Meldezettel" and your student I.D.

Hauptbibliothek (Main Library)

Dr.-Karl-Lueger-Ring 1, A-1010 Wien
Tel.: +43 1 4277-15120, Fax: +43 1 4277 9150
<http://bibliothek.univie.ac.at/english/>
Opening hours: Mo – Do 9.00 – 19.00 Uhr, Fr 9.00 – 16.00 Uhr
(during the summer holidays: Mo – Fr 9.00 – 19.00 Uhr)

Technical University Vienna

A bar code sticker is pasted onto your student I.D. Students from all Austrian universities and vocational colleges are allowed to borrow books. Membership cards are issued at the main desk in the library. You need to fill out a data form.

University Library of TU Wien

Resselgasse 4, A-1040 Wien
Tel.: +43 1 58801 44001, Fax: +43 1 58801 44099
E-Mail: info@ub.tuwien.ac.at
<http://www.ub.tuwien.ac.at>
Opening hours: Mo – Fr 9.00 am – 10.00 pm
(during the summer holidays: 8.7.-31.7.: 9-7:00 pm, 1.8.-31.8.: 9-4.00 pm)

University of Veterinary Medicine Vienna

To borrow a book from the library of the University of Veterinary Medicine Vienna you have to get a membership card at the main desk. You need your student I.D. and your "Meldezettel".

University Library of the Veterinärmedizinische Universität

Veterinärplatz 1, A-1210 Wien
Tel.: +43 1 250 77 1414, Fax: +43 1 250 77 1490
E-Mail: bibliothekinfo@vetmeduni.ac.at
<http://www.vu-wien.ac.at/bibl>
Opening hours: Mo - Th 9 am – 5.00 pm, Fr 9.00 am – 4.00 pm
(during the summer holidays: Mo – Th 8.30 am – 5.00 pm,
Fr 8.30 am – 4.00 pm)

Vienna University of Economics and Business Administration

University Library of the WU-Wien

Augasse 2-6, A-1090 Wien
Tel.: +43 1 31336 4990 Fax: +43 1 31336 4745
E-Mail: ubww@wu-wien.ac.at
<http://www.wu-wien.ac.at/bib/wubib.html>
Opening hours: Reading area: Mo – Fr 9.00 am – 10.00 pm
Loan: Mo – Fr 9.00 am – 7.00 pm
(during the summer holidays: see homepage)

Other Libraries

Austrian National Library

The Austrian National Library is primarily a non-lending library. Borrowing of objects to be taken from the premises is therefore permitted only in exceptional cases. You can get your borrowing card at the service desk at the "Heldenplatz". This card is valid for one year. The payable annual fee is € 10, the one-day-pass is € 1.5. In addition to the borrowing card, you must show an official I.D. with a photograph.

Austrian National Library
 Josefsplatz 1, Postfach 308, A-1015 Wien
 Tel.: +43 1 534 10 - 444 Fax +43 1 534 10- 437
 Email: awi@onb.ac.at
[http://www.onb.ac.at/](http://www.onb.ac.at)
 Opening hours: see homepage

Vienna Public Libraries

Vienna Public Libraries are a network of more than 50 branch libraries, each having a different emphasis and profile. For your registration you need an official I.D. with a photograph. Registration is simple – you just need to go to a library branch and ask for a borrowing card.

Main Library Wien – Am Gürtel
 Urban-Loritz-Platz 2a, 1070 Wien
 Tel.: +43 1 4000 84500
 Email: amguertel@buechereien.wien.at
<http://www.buechereien.wien.at/>
Opening hours: Mo – Fr 11.00 am – 7.00 pm, Sa 11.00 am - 5.00 pm

3.7. Other BOKU Units

3.7.1. Cafeterias

Meal Discount for Students (ÖH-Mensa-Bonus)

Students can purchase meal menus in the "Universitätsmensa" in Muthgasse and in the "Mensa Baracke I" at a discounted price. In order to receive the discount, you must get a sticker ("Mensapickerl") for your student I.D. at the ÖH. You need to show your student I.D. at the check-out of the Mensa.

University Cafeteria "Mensa Markt"

The cafeteria in Muthgasse offers meals to suit all tastes and appetites. Two different menus and a "dish of the day" (Tagesteller) are served between 11.00 am and 2 pm. The reduced price for students vary between € 3.10 (instead of € 3.60) and € 3.90 (instead of € 4.40). The discount is called "Mensa-Pickerl". The self-service restaurant with a salad bar and vegetable buffet rounds off the culinary choices available.

Cafeteria "Mensa Markt"
 Muthgasse 18, A-1190 Wien
 Tel.: +43 1 36006 1280
<http://www.mensen.at>
Business hours: Cafeteria Mo – Fr 10.00 am – 2.00 pm
 Buffet: Mo – Th 9.00 am – 3.00 pm, Fr 9.00 am – 2.00 pm

Cafeteria Baracke I

The cafeteria in Baracke I in Borkowskigasse at Wilhelm-Exner-Haus offers three meal menus from 11.00 am until 2.00 pm. They cost between € 3.50 and € 4.70. During the semesters, students get a discount of 50 Cents with the "Mensapickerl".

Cafeteria "Baracke I"

Borkowskigasse 1, A-1190 Wien

Tel. +43 664 240 51 69

Business hours: Mo – Fr 11.00 – 14.00 Uhr

BOKU-Stand Main Building

The BOKU-Stand in the courtyard of the main building offers good quality food, a "dish of the day" for € 3,90, salads and a variety of snacks. It's open from 7.00 am – 5.00 pm.

BOKU-Stand Main Building

In the courtyard

Gregor-Mendel-Straße 33, A-1180 Wien

Business hours: Mo – Fr 7.00 am – 5.00 pm

Tüwi

In Tüwi, there is no meal plan; people there are a bit more spontaneous. Mostly, meals for vegetarians are served here. They only use organic ingredients. You can also get the classics such as cheese and ham toastie, sandwiches, cakes, etc. Sometimes there are also parties and live concerts.

Tüwi

Peter-Jordan-Straße 76, A-1190 Wien

Tel.: +43 1 47654 2008 or 2010, Fax +43 1 368 60 26

<http://tuwi.action.at/>

Business hours: Mo – Fr 08.00 – 22.00 Uhr

3.7.2. BOKU-Shop

Facultas runs BOKU-Shop I in Peter-Jordan-Straße and BOKU-Shop II in Muthgasse where you can buy lecture notes, learning aids, stationery, books and other items such as t-shirts and key rings.

Facultas BOKU-Shop I

Specialised bookstore for studying at BOKU

Peter-Jordan-Straße 76, A-1190 Wien

Tel.: +43 1 369 24 82, Fax: +43 1 369 24 82

Email: bokushop@facultas.at

Business hours: Mo – Fr 8.30 am – 3.00 pm

Facultas BOKU-Shop II

Muthgasse 18, A-1190 Wien

Tel.: +43 1 360 06 2093

Business hours: Mo – Fr 9.00 am – 1.00 pm

3.7.3. Student Union at BOKU Vienna

The Austrian Student Union (ÖH) is the lobby of all students. Membership is obligatory.

ÖH-BOKU
 Peter-Jordan-Straße 76, A-1190 Wien
 Tel.: +43 1 47654 2000
 Email: office@oehboku.at
<http://oeh.boku.ac.at>
 Opening hours: Mo, Tu and Th 8.00 am – 4.00 pm, Mi 8.45 am – 6.00pm, Fr 8.00 am – 1.00 pm

3.7.4. The “International Committee“ of ÖH – Erasmus Student Network (ESN)

The “International Committee“ of ÖH, a local ESN group, is part of the student union and assists visiting students during their stay in all different kind of social matters to ease their lives at BOKU and in Vienna.

They provide you with a ESN Welcome package, consisting of the ESN membership card, the B- free prepaid card, the Ride Club Card and Vouchers for the Ride Club.

Furthermore, the “Referat für Internationales“ offers a programme of events and excursions for exchange students, either organised by themselves or in cooperation with other universities in Vienna.

The “Referat für Internationales“ is composed of a couple of students whose support is completely voluntary and essential to the ZIB.

Office hours are held once a week. The staff can assist you if problems occur during your stay in Vienna.

ÖH-Referat für Internationales
 Peter-Jordan-Straße 76, A-1190 Wien
 2nd floor, 1st door on the left side
 Email: internationales@oehboku.at
 Office hours: Th, 10.00-12.00 pm

3.7.5. The Student Counselling Center

This Center is operated by the Ministry for Education. It is a place students can turn to for free and get confidential advice. The psychologists and psychotherapists working for the centre can be contacted regarding study or personal problems.

Appointments by prior arrangement only:

Student Counselling Centre (Psychologische Studentenberatung)
 Lederergasse 35, A-1080 Wien
 Tel.: +43 1 402 3091
<http://www.studentenberatung.at/studentenberatung/en/index.htm>

3.7.6. Career Centre – zBp

Founded in May 2001 at the University of Natural Resources and Life Sciences, Vienna, in cooperation with the zBp (Placement centre at the University of Economics and Business Administration since 1983) the BOKU-zBp sees itself as business in the service sector and the interface between labour market and university.

The BOKU-zBp supports companies in their search for employees (graduates, students). It is also a competent and successful partner in the recruiting- and event sector. The BOKU-zBp provides help, advice and the possibility for further education, allowing the graduates and students to have an easier access to the working world.

Career Centre zBp

Head: Dipl. –Ing. Gudrun Schindler
 Gregor-Mendelstrasse 33, A-1180 Wien
 Tel.: +43 1 47654 2017, Fax: +43 1 47654 2018
 Email: zbp@boku.ac.at

3.7.7. BOKU-Choir

The BOKU-Choir is a group of musical people brought together by the pleasure they have in singing. Formerly, the choir used to consist of BOKU-students only, but thanks to the widening of participation, it now has members who study at other universities or who are already working. The first rehearsal in the new semester takes place on the 4th of October 2006. This is the opportunity for new choir women and men to join the group.

BOKU-Choir

Choir Master: Peter Riedmann
 Gregor-Mendel-Straße 33, A-1180 Wien
 Email: bokuchor@boku.ac.at
<http://bokuchor.boku.ac.at/>

4. Life in Vienna

4.1. City Information

<http://www.wien.gv.at/english/>

Vienna is the capital and simultaneously, the biggest city in Austria with around 1.7 million inhabitants. Vienna is regarded as one of the cultural centres of Europe and can look back at a diversified 2,000-year history.

Vienna is divided into 23 districts, which cover an area of 41,495 hectares; 20,679 hectares of which – about half – are green space. The city is surrounded by the Vienna Woods, which is also called the green lung of the city, and the Danube River, which is not just an important path for shipping traffic, but also a leisure paradise in the outskirts of Vienna. Vienna is certainly worth a visit at anytime which is confirmed in the countless guidebooks that list its many attributes. You can breathe history in nearly every corner of the metropolis.

After the first exciting days and weeks your experience of Vienna will be much more than the typical tourist spots. It will not be limited to the sights like the “Hofburg”, “St. Stephens” and “Schönbrunn,” but will reach into the daily routine of this city, with its traditions and originality but also its openness and tolerance. You will soon find that Vienna can neither be seen as part of Western Europe nor Eastern Europe. It has combined both European cultures, and they give this city its special identity and charm.

Universities in Vienna

This tendency can also be seen in the division of universities in Austria. Vienna is by far the most important university town of the country, with the longest academic tradition. Besides BOKU, there are a couple of other important public universities. Here is just a small selection of universities that also might be of interest for you:

University of Vienna

The University of Vienna was founded in 1365 and is one of the oldest universities in Europe. More than 63,000 students frequent the main building in "Ringstraße" and the department buildings all over the city. There are 135 bachelor, master, diploma and doctoral programmes at the "main uni" in the scientific disciplines ranging from theology, jurisprudence, economics, computer science, to the humanities, and to the social and natural sciences.

<http://www.univie.ac.at/?L=2>

Vienna University of Technology (TU)

The Vienna University of Technology is situated in the centre of Vienna at "Karlsplatz". The programmes offered reach from architecture, engineering to informatics, mathematics, technical chemistry and technical physics as well as teacher training.

http://www.tuwien.ac.at/tuwien_home/EN/

University of Veterinary Medicine Vienna

The VU Vienna offers courses in the study areas of biomedicine & biotechnology, veterinary medicine, and equine sciences (together with BOKU).

<http://www.vu-wien.ac.at/en/>

Vienna University of Economics and Business Administration (WU)

The WU is located in the 9th district in Augasse. The emphasis is on business administration and economics.

<http://www.wu.ac.at/start/en>

4.2. Public Transport

Wiener Linien

Vienna has a dense network of public transport. Its 117 lines – underground, tram, bus – plus the local trains (S-Bahn) can take you easily to any place in Vienna.

Wiener Linien

Customer Centre – at the U3-stop Erdberg

Erdbergstraße 202, A-1030 Wien

Customer Service: +43 1 7909 100

Student-Hotline: +43 1 7909 120

Email: kundendienst@wienerlinien.at

<http://www.wienerlinien.at/wl/ep/home.do?tabId=0>

Opening hours: Mo, Tu, We, Fr 8.00 am – 3 pm, Th 8.00 am – 5.30 pm

Ticket Agencies of the “Wiener Linien”

Opening hours: Mo – Fr 6.30 am – 6.30 pm	Opening hours: Mo, Tu, We, Fr 6.30 am – 1.00 pm, Th 12.30 pm – 6.30 pm
1. Stephansplatz U 1. Schwedenplatz U 1. Karlsplatz U 2. Praterstern U 3. Landstraße U 6. Westbahnhof U 9. Spittelau U 9. Schottentor U 10. Reumannplatz U 12. Philadelphiabrücke U 13. Hietzing U 21. Floridsdorf U 22. Kagran U	3. Rochusgasse U 11. Simmering U 12. Meidlinger Hauptstraße U 14. Hütteldorfer Straße U 19. Heiligenstadt U 23. Alterlaa / Busschleife

Night Busses

The night busses run every half an hour when the underground is closed. No special ticket is required as normal tickets are valid.

Timetable

On the homepage of the “Wiener Linien” (Viennese public transport) you find timetable information and route maps: <http://www.wienerlinien.at/>

Semester Ticket

The semester tickets costs € 128.50 for international students. To get a semester ticket, you have to be a student at an Austrian higher institution of education and not older than 25. Furthermore, you need your student I.D. Your “Matrikelnummer” (BOKU registration number) is your customer code at the same time. If you don't have the semester sticker for your student I.D. yet, you simply need to show the payment form which should confirm that you have paid the student union fee (“ÖH-Beitrag”) of € 16,86. It's also possible to show the “Inskriptionsbestätigung”.

With a valid student I.D, the confirmation of registration (“Inskriptionsbestätigung”) or the proof that you have paid the student union fee (“ÖH-Beitrag”) you get the semester ticket at any ticket agency of the “Wiener Linien” and in the customer centre at the U3-Stop Erdberg.

The semester ticket is also valid for all trips on the night buses.

In case of loss, contact the service center

3., Erdbergstr. 202

Tel.: +43 (0) 1 7909 100

E-mail: kundendienst@wienerlinien.at

Student Monthly-Ticket

This ticket is € 46 (during the semester) or € 29.50 (during the course-free period). You should consider getting one when spending the holidays between the winter semester and summer semester or after the summer semester in Vienna. Like the semester ticket, with a valid student I.D. you can get it at any ticket agency of the “Wiener Linien” and at the customer centre at the U3-stop Erdberg.

Annual Ticket

This ticket is € 449.00 when you pay cash and € 458.00 with monthly debiting. For getting this ticket you need a passport sized photograph and have to go to the customer centre of the “Wiener Linien”.

Other Tickets

The one-way-ticket, the 24-hour ticket, the 72-hour ticket, the 48 -hour ticket the 8-day carnet, the weekly ticket and the monthly ticket are available at

- the ticket agencies of the “Wiener Linien”
- the customer centre of the “Wiener Linien”
- at the Viennese “Tabak Trafiken”
- the “VOR” ticket machines in the underground stations

On busses and trams you can buy a one-way-ticket for € 2.20

One-Way-Ticket

Do you want to travel for any distance with public transport in Vienna (without interruption but with the possibility to transfer)? Then you need a one-way-ticket. If you buy it in advance it's € 1.80, on the tram or bus it's € 2.20. For € 7.20 you can also get a carnet for 4 one-way-journeys. Every stripe on the carnet corresponds to a one-way-ticket and can be used by more than one people at the same time. One stripe has to be stamped per person (on the bus or tram as well as in the entrances to the underground-stops).

24-Hour Ticket

This ticket is € 5.70 and valid for 24 hours starting at the time when stamped. Other people can also use the 24-hour ticket when you are not using it.

48-Hour Ticket

This ticket is € 10.00 and valid for 48 hours starting at the time when stamped. Other people can also use the 48-hour ticket when you are not using it.

72-Hour Ticket

This ticket costs € 13.60 and is valid for 72 hours starting at the time when stamped. Other people can also use the 72-hour ticket when you are not using it.

8-Day Carnet

This pass costs € 28.80 and is valid from the moment when stamped until 1.00 am at the following day. The stamped days don't have to be consecutive – so you don't need to use the ticket in one go. It's possible for more people to use this pass at the same time (one stripe per person). Other people can also use the 8-day pass when you are not using it.

Weekly Ticket

This ticket costs € 14.00 and is valid from Monday to Monday (the following week) 9.00 am. Other people can also use the weekly ticket when you are not using it.

Monthly Ticket

This ticket costs € 49.50 and is valid from the first day of the month until the second day of the following month. Other people can also use this ticket when you are not using it.

Austrian Federal Railway System (ÖBB)

An online-timetable can be found at <http://www.oebb.at/en/index.jsp>

Here you can also purchase online tickets for Austria and certain destinations abroad.

For a journey with the ÖBB within the core zone Vienna (“Kernzone 100”) you only need a valid ticket for the “Wiener Linien”. If you already have a ticket for Vienna you only need to get an ÖBB-ticket starting at the city limit (“Stadtgrenze”).

Tickets that you buy online or at the machine are slightly cheaper than when you buy them at the ticket window.

VORTEILScard

The "Vorteilscard" entitles the cardholder to a 45 – 50% reduction on all tickets for travel on the Austrian Federal Railway System. The "Vorteilscard<26" is available to persons under the age of 26 at a discount price of just € 19.90 at all Austrian train stations (I.D. and one passport photograph required). The card is valid for 1 year starting at the day of issuance.

Group Travels

For 2 to 5 people you can already get a price reduction with the "**Einfach-Raus-Ticket**".

A group of 6 or more people travelling together in the same class to the destination station gets 30% reduction on journeys up to 100 km away and 40% for more than 100 km. With a Vorteilscard<26 you pay only half of the already reduced price.

Rental Cars

Rental cars are mainly offered by internationally operating companies. Generally, there are special prices for weekend rentals. It might pay to also check out the offer by the online-service-provider "Holiday Autos": <http://www.holidaysautos.de>.

4.3. Currency, Cost of Living, Climate**Currency**

Since 1st January 2002, Austria uses the EURO (€) as its official currency. One Euro = 100 Cents. The Euro is valid in the so-called Euro-Zone. Besides Austria, these countries are Belgium, Germany, Finland, France, Greece, Ireland, Italy, Luxembourg, the Netherlands, Portugal and Spain.

Cost of Living

In European standards, the cost of living in Austria is average. During their stay in Vienna, most of the Erasmus-Students need about € 500 to € 950 Euros per month.

Accommodation	approx. € 200 to € 400 (including heating and lighting)
Food	approx. € 200 to € 300 (excluding luxuries and tobacco)
Other Expenses	approx. € 100 to € 250 (books, culture, recreation)
In Total	approx. €500 to €950

Climate

Vienna awaits you with continental weather. That means cold winters (- 10°C to – 15°C) and hot summers (around + 30°C). For the winter, you must not forget to bring a winter coat, gloves, a scarf, warm boots, and a hat. Whereas during the summer, you are free to slip into your swimming costume.

Information on the current weather situation can be found at <http://wetter.orf.at/oes/> or <http://www.tiscover.at/wetter>

4.4. Foreign Representations in Vienna

The foreign representations of your country (embassy, consulate, ...) can be found at the pages of the Austrian Foreign Ministry:
<http://www.bmeia.gv.at>

On the main page you can choose a country in the box on the right side "country information". If you mark "representations in Austria" as topic, you will reach a page with the contact persons and addresses.

4.5. In Case of Illness

A list of doctors in Vienna can be found in the phone book. In case you need a doctor you should try to find out in advance whether he/she is working together with the Viennese health service ("Wiener Gebietskrankenkasse").

To be able to actually see the doctor you either need a health insurance card or a European sickness certificate (e.g. E 111). This form should be accepted by most of the doctors. If you have an old E 111 you need to take it to the Viennese health service straight after your arrival. In the case of illness you need to get a "health certificate" from the Viennese health service (costs € 3.63) and give it to the doctor. If you have insured yourself directly with the Viennese health insurance service you also need to get a health certificate there.

Hospitals

In Vienna, you can find many hospitals. Here's just a small selection:

Allgemeines Krankenhaus der Stadt Wien (AKH) Währinger Gürtel 18-20, A-1090 Wien Tel.: +43 1 40400-0 http://www.akhwien.at	Krankenanstalt Rudolfstiftung Juchgasse 25, A-1030 Wien Tel.: +43 1 71165-0 http://www.wienkav.at/kav/kar/
Sozialmedizinisches Zentrum Ost –Donauspital Langobardenstraße 122, A-1220 Wien Tel.: +43 1 288 02- 0 http://www.wienkav.at/kav/dsp/	Wilhelminenspital Montleartstraße 37, A-1160 Wien Tel.: +43 1 49150-0 http://www.wienkav.at/kav/wil/
Krankenhaus Lainz Wolkerbergenstraße 1, A-1130 Wien Tel.: +43 1 80110-0 http://www.wienkav.at/kav/khl/	Unfallkrankenhaus Lorenz Böhler Donauerschingerstraße 13, A-1200 Wien Tel.: +43 1 33110 http://www.auva.sozvers.a †

Psychosocial Crises

In case of mental illness you should turn either to the public emergency call ("Sozialnotruf") of the city of Vienna or the social psychiatric emergency service.

Public Emergency Call (Sozialnotruf der Stadt Wien) Tel.: +43 1 53377 77

Email: sozialruf@m47.magwien.gv.at
 Daily 8.00 am – 8.00 pm

Social Psychiatric Emergency Service (Sozialpsychiatrischer Notdienst)
 Fuchsthalergasse 18, A-1090 Wien
 Tel.: +43 1 31330
 Opening hours: Mo – Su 8 am – 12.00 pm

Problems with Drugs

In case of problems with drugs you should either turn to the centre for addicts (“Zentralstelle für Suchtkranke”) or go to the “Ganslwirt”. In this converted restaurant you can receive medical attendance around the clock as well as social advice. Further information at <http://www.drogenhilfe.at>

Centre for Addicts
 Döblerhofstraße 10 A, A-1030 Wien
 Tel.: +43 1 4000-53 470
 Opening hours: Mo 8.00 – 19.00, Tu - Fr 8.00 - 16.30

Ganslwirt
 Esterhazygasse 18 (Ecke Gumpendorfer Straße), A-1060 Wien
 Tel.: +43 1 586 04 38
<http://www.vws.or.at/ganslwirt>

Emergency Phone Numbers in Austria

Fire Brigade	122
Police	133
Ambulance (emergency doctor)	144

4.6. Practical issues: Bank – Post – Phone – Internet – Shops

4.6.1. Bank

Bank hours vary from bank to bank. In general, the following timetable can be used as a guideline:
 Mo, Tu, We, Fr 8.00 am – 12.30 pm and 1.30 am – 3.00 pm, Th 8.00 am – 12.30 pm and 1.30 pm – 5.30 pm.

Exchanging money is possible without any identification at any Austrian bank. In most cases you have to pay a fee. For exchanging travellers-cheques you need a passport for identification. All banks accept cheques but charge a fee.

A cash card (“Bankomatkarte”) allows you to withdraw money from any cash machine in Austria from your account in your home country. Ask at your bank whether you have to pay a fee for this service. Credit cards (Visa and MasterCard) are accepted in most of the major stores but not in supermarkets.

Opening a Bank Account

Most banks offer free bank accounts for students. For most banks to open an account you need your passport and your student I.D. Students older than 25 might have to provide proof of university registration („Studienbestätigung“).

4.6.2. Post

Post offices are generally open from 8.00 am – 12.00 am and from 2.00 pm – 6.00 pm. You can also open a bank account at any post office (P.S.K.). Only the main post offices are also open from 12.00 am – 2.00 pm. The post office at the “Südbahnhof”, “Westbahnhof” and “Franz-Josef-Bahnhof” close at 10.00 pm. Bank transactions at the post offices can be carried out between 8.00 am and 12.00 am as well as 2.00 pm and 5.00 pm.

Address change

If you change your address during your stay in Austria, you can do so at any post office in Austria (with a “Nachsendeauftrag”). The post office will forward your mail within Austria or after your departure directly to your home address.

4.6.3. Telephone

Telephone Book

<http://www.herold.at/en/>

Post offices should provide you with telephone books of all regions in Austria. The Viennese telephone book should be placed in all Telephone boxes. Furthermore, both above mentioned links should help you finding a phone number.

Mobile Phone (Handy)

The most important provider of mobile phone services in Austria are A1, T-Mobile, One and Teling. You can either choose a one year contract or a prepaid card model.

Among students “One” used to be the major provider. However, for the last couple of years, “Teling” was trying to win customers with low prices which led to a decrease of mobile phone costs and many students switching to “Teling”.

In 2005 “YES” started to provide mobile phone services with a prepaid card model. It is just 6.9 cents per minute into all mobile companies, without base fee.

Public Phones

Public phones in Austria are either coin-box telephones (taking 20 cent coins, 50 cent coins, 1 Euro and 2 Euro coins) or can be used with a calling card. You can buy calling cards in post offices and in “Tabak Trafiken”.

International Calls

International calls are the cheapest when using a calling card for international calls. Like the ordinary calling card you get them in post offices and in “Tabak Trafiken” but also in some special shops. There’s quite a number of providers – ask for the cheapest price for your country.

To use the card you need to dial a free number, after that you need to put in a code (which is usually behind a scratch-off panel on the card) before you can dial the phone number. These cards mostly have a value of € 5, € 10 or € 20.

4.6.4. Internet-Cafés

BIGnet Internet Café Hoher Markt 8-9, A-1010 Wien Kärntner Straße 61, A-1010 Wien	Einstein Rathausplatz 4, A-1010 Wien
Café Stein Währinger Straße 6-8, A-1090 Wien	Internetcafé Surfland Krugerstraße 10, A-1010 Wien

4.6.5. Shopping

Shopping in Vienna is possible nearly in any part of the city. Of course, there are main shopping streets such as “Kärntnerstraße”, “Mariahilfer Straße”, “Landstraßer Hauptstraße”, “Favoritenstraße”, „Meidlinger Hauptstraße”, etc. A good way to find shops is by having a look in the yellow pages. Shopping centres are located at the main shopping streets or on the outskirts, e.g. the “Millenium City” (U6 Handelskai), “Gasometer” (U3 Gasometer), and the “Donauzentrum” (U1 Kagran). A bit outside Vienna, you find the “Shopping City Süd (SCS) – you can get there with a local train (“Badner Bahn”) or the IKEA-Bus (leaves from the opera house). You see, there’s even an IKEA in Vienna, not just at the SCS but also at the “Südosttangente” - a main road connecting the north with the south of the city (24A Zwerchäckerweg).

Food and Sanitary Products

Sanitary products are sold in most supermarkets but better bought at BIPA, DM or Schlecker.

“Hofer” is the most inexpensive supermarket (there’s one right next to the building in “Muthgasse”), “Lidl” and “Mondo“. Furthermore, you find branches of the major supermarkets “Billa”, “Merkur”, “Spar”, “Zielpunkt” and “Emma” (to name just a few) all over the city.

If you feel like buying Italian food you can go to an Italian supermarket called D’Piu. There are branches on “Stiftgasse”, “Forthausgasse”, “Klosterneuburger Straße” and “Puffergasse”.

At Bobby’s you get English and American groceries (Schleifmühlgasse 8, A-1040 Wien). The supermarket “Casa Mexico“ (Liechtensteinstraße 27, A-1090 Wien) sells everything that is necessary for preparing an authentic Mexican meal. Furthermore, the “Meinl am Graben” offers a wide variety of international food – but not quite at discount prices.

Markets

<http://www.wien.gv.at/wirtschaft/marktamt/maerkte/index.html>

In Vienna there are currently 18 markets. At most of them you can buy food. The aforementioned internet address can help you to find a market in your neighbourhood.

The best-known and biggest of them is definitely the “Naschmarkt”. You can either get there via the “Karlsplatz” (U1, U2, U4) or the “Kettenbrücke” (U4). The “Naschmarkt” is a wonderful tangle of impressions, flavours, fruits, vegetables, cheese, etc. You can also get not just the best, but the biggest kebabs in town there. At the extension of the “Naschmarkt” there is a flea market every Saturday.

You get to the “Brunnenmarkt” (the second biggest market) from the U6-stop “Thaliastraße”. In the “Brunnengasse”, around 60 fruit and vegetable stalls and 30 food stalls are constructed every morning and again deconstructed in the evening. In the area around the “Brunnenmarkt” it might feel a bit like in Istanbul.

Tabak-Trafik

The shops with the red ring and the cigarette going through can be found anywhere and sell everything that you might need urgently such as newspapers, cigarettes, maps and lottery tickets. Pay attention to the (sometimes long) lunch break.

Opening Hours

Most supermarkets are open weekdays from 7.30 am to 7.00 pm or 7.30 pm, on Saturdays, in general until 5.00 pm. On Sundays shops are normally closed! At the “Nordbahnhof”, “Franz-Josef-Bahnhof”, Vienna airport, as well as in the Hospital “AKH”, supermarkets are open longer during the week and even on Sundays. These supermarkets sell at average prices.

Other shops close on weekdays at 6 pm and on Saturdays at 12.00 am.

International Bookshops

Vienna offers books for people whose native language isn't German or who want to improve their language skills.

Bateau Livre (french) Liechtensteinstraße 37, A-1090 Wien Tel.: +43 1 317 80 94	Knjizara & Galerija Mi (Croatian, Serbian, Bosnian) Burggasse 84, A-1070 Wien Tel.: +43 1 524 63 99
Buchhandlung Weiss (Croatian, Serbian, Bosnian, Slovenian) Schlüsselgasse 24, A-1080 Wien Tel.: +43 1 406 03 22	La Librería (Spanish, Portuguese) Gentzgasse 128, A-1180 Wien Tel.: +43 1 478 92 59 http://www.libreria.at/
Bohemia (Czech, Slovak) Lindengasse 5, 1070 Wien Tel.: +43 1 944 41 65	Xiegarnia Polska (Polish) Burggasse 22, A-1070 Wien Tel.: +43 1 526 31 14 http://www.ksiegarnia-polska.com
The British Bookshop Weihburggasse 24, A-1010 Wien Tel.: +43(1) 512 19 45 0	

4.7. Having Time off in Vienna

4.7.1. Eateries, Bars and Pubs

Vienna is full of all different kinds of Austrian, but also international restaurants; especially Greek, Turkish, and Slavic cuisine is very popular in Vienna. Traditional Viennese food can be found in the so-called "Beisl" but also at the "Heurigen" (wine tavern at the outskirts of the city where you can get local wine) and sometimes in the Cafés.

Restaurants, bars and pubs can be best found online with the "Falter" at <http://www.falter.at/web/wwei/home.php>. This restaurant guide can also be purchased in bookstores. Tips for going out are available at <http://www.falter.at/web/event/home.php>

4.7.2. Cafés

Vienna is famous for its many coffee houses. There you can study for your exams, read the newspaper, play cards, and have a laugh ("Schmäh führen"). Of course you can also enjoy a cup of good coffee in a café – in different variations. Here are the most important ones:

Schwarze, der

Espresso without milk; "small" (klein) or "large" (groß)

Braune, der

Espresso with a bit of milk, also in "small" and "large".

Melange, die

Espresso with warm, steamed milk

Einspänner, der

Espresso with whipped cream (Schlagobers); is served in special cups.

4.7.3. Parties

In the evenings there are a lots of things to do in Vienna ...

- Student parties are often organised in student residences. At <http://www.heimfest.at> you get the necessary information.
- Regularly, the TWI organises events. Once again, there's more current information on the homepage: <http://action.tuewi.at>
- At the Homepage of the Erasmus Student Network you can find special events for Erasmus students: <http://esn.univie.ac.at/whatson.php>
- The **event programme of the magazine „Falter“** offers also a wide range of concerts and parties (German only): <http://www.falter.at/web/event/home.php>

4.7.4. Culture

To find out what is going on in Vienna's theatres, concert halls and cinemas, please check the weekly programme of the magazine "Falter" (German only): <http://www.falter.at/web/event/home.php>

Theatre

A list of Vienna's theatres can be found at:

<http://www.wien.gv.at/kultur/theater/abc.html>

Information about the programmes is also offered by online calendars of events (e.g. <http://www.events.at>, <http://www.oeticket.at>)

The Vienna's English Theatre and the International Theatre Vienna produce performances in English. Please look at:

<http://www.englishtheatre.at/>

<http://www.internationaltheatre.at/>

Classical Music /Opera

Vienna is perhaps one of the most cultural cities in the world. It is the city of classical music, the world famous "Musikverein" (the Music Lovers Hall), the Opera House and several theatres. All in all, there are more than 10 big stages, music halls and theatres, which perform different shows every single night.

Cheaper Tickets for Students

Remaining theatre tickets for students ("Restkarten") can be purchased for around € 5.00 15 to 30 minutes before the beginning when showing the student I.D. Furthermore, there is a good chance of getting standing room tickets for € 3.50 an hour before the beginning of the performance.

Cinema

For cinema fanatics Vienna offers many beautiful movie theatres with a decent programme beyond Hollywood mainstream. There are furthermore quite a few cinemas which show films in the original language with German subtitles. In most cinemas at the beginning of the week, tickets are a bit cheaper. The "Filmcasino" is offering a carnet for 8 shows for € 45.00, at the "Votivkino" in cooperation with the "De France" there is a so-called "Votivcard" – 10 shows for € 54.50. The carnet for ten shows at the "Stadtkino" is € 50.00. In the newspapers, the "Falter", and on its homepage <http://www.falter.at>, as well as on the homepage of the cinema magazine Skip <http://www.skip.at> and at <http://www.film.at>, you can find the complete programme for all Cinemas in Vienna.

Museums

Vienna is full of museums of all kinds. The offer is so big that you would need to stay for a whole course of studies to pay an accurate visit to all of them. However, the "Museumsquartier" has an outstanding location with the "Leopold-Museum", the "MUMOK", the "Kunsthalle Wien", the "ZOOM Kindermuseum" and the "Architektur Zentrum Wien".

Cultural Institutes

Some countries (e.g. Italy, Hungary, Poland, Great Britain,...) maintain cultural institutes in Vienna, which offer special events (film evenings, exhibitions, concerts, ...)

The addresses of these institutes can be found on the pages of the Austrian Foreign Ministry:

<http://www.bmeia.gv.at>

On the main page you can choose a country in the box on the right side "country information".

If you mark "representations in Austria" as topic, you will also find the cultural institutes.

4.7.5. The Media

Radio

The ORF (Austrian Broadcasting Cooperation) runs four radio stations in Vienna: Ö1 (classical music, magazines, journals, contemporary literature), Radio Wien (city radio with music from the seventies and eighties), Ö3 (chart-hits) and the youth radio station FM4 (current, international quality music, music from Austrian bands, English DJs, news in English and French, discussion forums).

There are also a couple of private radio stations. They are all basically playing adult music.

Ö1 (FM 92,0) http://oe1.orf.at	Radio Wien (FM 89,9) http://wien.orf.at
Hitradio Ö3 (FM 99,9) http://oe3.orf.at	FM4 (FM 103,8) http://fm4.orf.at
88,6 – Der Musiksender (FM 88,6) http://www.886supermix.at	Radio Arabella (FM 92,9) http://www.arabella.at
Radio Orange (FM 94,0) http://o94.at/	Antenne Wien (FM 102,5) http://www.antenne-wien.at
Radio Energy (FM 104,2) http://energy.t-online.at/cont/	Kronehit (FM 105,8) http://www.kronehit.at

Television

The ORF is also running two television channels, ORF1 and ORF2. In addition in Vienna, there are the private channels ATV+ and the Viennese city channel PulsTV.

ORF1 und ORF 2 http://www.orf.at	ATV+ http://atv.at/
PulsTV – Der Wiener Stadtsender http://www.pulstv.at	Okto TV http://www.okto.tv/

You find the TV programmes on the acceding homepage, in the newspapers, the TV guides you find in the newspapers on Thursday or Friday and the TV-Media (<http://www.tvmedia.at>) as well as at <http://www.tele.at>.

Newspapers/Magazines

Generally, the standard of Austrian newspapers is lower than in other European countries. The conservative “Die Presse” and the liberal “Der Standard” are regarded as quality papers. The following newspapers and magazines are published in German.

Newspapers

Der Standard http://derstandard.at	Die Presse http://www.diepresse.at
Wiener Zeitung http://www.wienerzeitung.at	Der Kurier http://www.kurier.at
Neue Kronenzeitung http://www.krone.at	Kleine Zeitung http://www.kleinezeitung.at
Salzburger Nachrichten http://www.salzburg.com	Österreich http://www.oe24.at/zeitung/

Magazines

Falter http://www.falter.at	Die Furche http://www.furche.at/
Profil http://www.profil.at	Format http://www.news.at/format
News http://www.news.at	Trend http://www.trend.at
Gewinn http://www.gewinn.com/	Sportzeitung http://www.sportzeitung.at
Augustin – Die Wiener Straßenzeitung www.augustin.or.at/	

4.7.6. Sports

Vienna is a very “green” city – just try and relax in one of the many parks.

If Türkenschanz Park next to BOKU is too small for you, you can go to the “Donauinsel”, the green “Prater”, or even to the forests east and southeast of Vienna, the “Wienerwald”.

The botanical garden in the 3rd district might also be of special interest for you!

The University Sports Institute (USI)

A good possibility to meet Austrian students is to play sports together. Every semester, USI offers an impressive number of courses for around 50,000 students. A complete list can be found on their homepage. Additionally, the university sports institute organises trips, e.g. hiking, rock climbing, skiing and snowboarding.

The registration form (Inskriptionsblatt) can be found on the homepage. You do not need to register in person but if someone is doing it for you, they have to bring your student I.D.

University Sports Institute Vienna Auf der Schmelz 6a, A-1150 Wien Tel.: +43 1 4277 17001 Fax: +43 1 4277 9170 Email: usi@univie.ac.at http://www.univie.ac.at/USI-Wien/index2.htm Registration: (see homepage => Vorlesungsverzeichnis)

Swimming Pools

If you are keen on water, just check the list of indoor and outdoor pools:

<http://www.wien.gv.at/freizeit/baeder/>

(in German)

5. Useful Links and Addresses

University Services

Center for International Relations	http://www.boku.ac.at/zib.html?&L=1
Dean's Office	http://www.boku.ac.at/studek.html?&L=1
University Library	http://www.boku.ac.at/bib.html?&L=1
Centre for IT Services (ZID)	http://www.boku.ac.at/zid.html?&no_cache=1&L=1
University Sports Institute	http://www.univie.ac.at/USI-Wien/
Austrian Student Union (ÖH)	http://oeh.boku.ac.at
International Committee of Student Union	http://oeh.boku.ac.at
Student Counselling Centre	http://www.studentenberatung.at/studentenberatung/de/wien.htm
Cafeteria „Mensa Markt“	http://www.mensen.at
ÖAD-Housing Service	http://www.housing.oead.at

General Information

Vienna	http://www.wien.gv.at
Viennese Tourism Association	http://info.wien.at
Austria	http://www.oesterreich.com
Austrian National Tourist Office	http://www.austria.info
Austrian Tourism	http://www.tiscover.at
Austrian Embassies and Consulates	http://www.bmeia.gv.at => Länderinformation
Costumer Service Desk of the Austrian Public Administration	http://www.help.gv.at
Austrian Parliament	http://www.parlament.gv.at
Austrian Mail Service	http://www.post.at

Transportation

Public Transport in Vienna	http://www.wienerlinien.at
Austrian Federal Railways (ÖBB)	http://www.oebb.at
Vienna Airport	http://www.flughafen-wien.at
ÖAMTC (Automobile-Club)	http://www.oeamtc.at
ARBÖ (Automobile-Club)	http://www.arboe.co.at
Route planner	http://www.anachb.at

Jobs and Internships

Job-finder of ÖH	http://www.jobwohnen.at
Job finder	http://www.jobfinder.at
Employment Office	http://www.ams.or.at
Danube – Leonardo Da Vinci	http://www.danube.or.at
Der Standard/Career	http://derstandard.at => Karriere

Dictionaries

Dictionary German-English	http://dict.leo.org
Dictionary German-French	http://dico.leo.org

6. What to do first? – Checklist for Exchange Students at BOKU

► **Infosession Paperwork:**

- Tue, Feb. 15, 10.00-11.00, SR06, Schwachhöfer-Haus (first floor), Peter Jordanstr. 82 OR
- Tue, Feb. 22, 09.00-10.00, HS IV, Mendel-Haus, Gregor Mendelstr. 33 (2nd floor, right side) OR
- Thu, Feb 24, 09.00-10.00, EH05, Exner-Haus, Peter Jordan Straße 82 (1st part Welcome Days)

► **Infosession BOKUonline:**

- Tue, Feb 15, 11.00-12.00, EG28, Exner-Haus
- OR Feb 24 (during the Welcome Days)

► **Welcome Days 24th and 25th of February 2011** (Programme sent out by e-mail)

Before arrival:¹

- You received the acceptance letter sent by the Dean's Office. (If you have not received the acceptance letter yet, please send an e-mail to studabt@boku.ac.at)
- Online pre-registration** (<http://www.boku.ac.at/zid-boo-stud-voranmeldung.html?&L=1>)¹
Please register before **February 2nd** and send an e-mail to studabt@boku.ac.at right after your registration (Subject: pre-registration ERASMUS) with your **pre-registration number** and your full name.
 - **You have to upload a passport size photograph** to complete your pre-registration (– if necessary please go back to the system and upload it now, otherwise you will not get a payment notification)
 - Please fill in your nationality – otherwise you are asked to fill in an Austrian social security number
- Payment notification and pin for BOKUonline account**
To be able to register at BOKU and to register for courses, **you have to pay the student union fee** (€ 16,50 per semester). If you have completed the online pre-registration before February 2nd (+ PHOTO) and sent an information e-mail to studabt@boku.ac.at, we will send you an e-mail with the payment notification (bank dates, student ID number,...) and a pin for BOKUonline between February 10 and 15. **Please pay the money immediately** (service/bank charges have to be covered by you).¹
- Confirmation of payment**
Approximately 5-7 days after having paid the student union fee (from a European bank account), you will receive an e-mail with a confirmation of payment. Please print it and bring it to ZIB right after your arrival.
- Activate BOKUonline account**
After having received the confirmation of payment, you can activate your personal BOKUonline account (information see <http://www.boku.ac.at/zid-boo-acc-aktivieren.html?&L=1>)
 - Use the PIN that has been sent together with the payment notification by e-mail.
- Make your **weekly course schedule** in BOKUonline **and register for all courses in BOKUonline**
When and where are your courses? Are courses overlapping? If yes, which courses can you take instead? (If necessary your learning agreement can be changed later) – see “scheduled dates” in the course description in BOKUonline: <http://online.boku.ac.at> (information see also <http://www.boku.ac.at/zid-boo-ly-suche.html?&L=1>)
 - **Please try to register as soon as possible – some courses (excursions, seminars, practical courses,..) might be booked out soon.**

Right after arrival:

- Pick up your **student card** and other documents at the **Center for International Relations** (ZIB, Peter Jordanstr. 82a, office hours: Mo-Fr 10.00-12.00 + We 14.00-16.00)
 - Bring the e-mail with the confirmation of payment that you have received from BOKU
 - Bring your passport and your letter of admission

¹ If you do not manage to do you online pre-registration on time or to pay the student union fee at least 5 days prior to your arrival, you can pay and get enrolled at BOKU's registration office directly after your arrival – but please be aware that the courses you want to take might be full by then.

- Get your **registration in Vienna** (by Austrian law you have to register within the first 3 days of your stay) at the municipality hall of your district (locations and opening hours: <http://www.wien.gv.at/mba/mba.html>)
 - Get the registration form at ZIB or from your landlord -> signature of landlord needed
 - Bring your passport
 - Get your **semester ticket** for public transport (€ 128,50 per semester)
 - Get the form at ZIB or at Wiener Linien (Vienna Public Transport Lines) <http://www.wienerlinien.at/wl/ep/programView.do?channelId=-17005&programId=10017&pageTypeld=9083> (only in German, click on “Bestellformular”).
 - Bring your student ID or the stamped payment form.
 - Online: <http://shop.wienerlinien.at/index.php/product/26/show/0/0/0/0>
 - Register for the BOKU library (in the library in Exner-House)
 - Language Courses at BOKU (registration: Feb 14 – Feb. 25, course information: <http://online.boku.ac.at>)
 - **Only, if the course is part of your learning agreement or if we have already made a reservation for you:** You will be automatically registered as soon as your student union fee is at BOKU's account and you have paid the course fee (if any).
Contact person: MMag. Maurely Velazquez de Schermair, sprachkurse@boku.ac.at, office hours at ZIB: Mo + We, 10.00 – 12.00)
 - ▶ **Please bring/mail/fax a copy of the payment confirmation of the course fee to ZIB between Feb 28 and March 3!** (Informationen about tuition fee see in February: www.boku.ac.at/sprachkurse)
 - TANDEM – Learning languages: <http://www.boku.ac.at/tandem.html>
 - Other language courses in Vienna: <http://sprachzentrum.univie.ac.at>, www.campus-austria.at
-

ONLY for EU/EEA/Swiss citizens, who stay longer than 4 months in Austria:

- Get the “Anmeldebescheinigung” (EU/EEA/Swiss citizens who plan to stay longer than 3 months – **application at latest 4 months after the registration in Vienna**) at the MA 35 – Dresdnerstraße 93, 1020 Wien
 - Bring your passport, your registration confirmation and your student ID
 - Bring your bank statement or scholarship confirmation or affidavit of support from parents
 - Bring your health insurance confirmation (European Health Insurance Card)
-

- Students from countries without E-card and from countries without agreement:
Health insurance (€ 24,42 per month)
at Wiener Gebietskrankenkasse WGKK: <http://www.wgkk.at>
 - Take a confirmation of studies (= Inskriptionsbestätigung) with you (print in BOKUonline)
-

Further options:

- ESN – Erasmus Student Network: Welcome Package, Events** (www.esnaustria.org)
at the ÖH (Österreichischen Hochschülerschaft = student union) → in TÜWI Building, Peter Jordan Strasse 76
 - Bring your student ID
 - ÖH-cafeteria sticker** (a discount for Mensa)
at the ÖH Sekretariat (Österreichischen Hochschülerschaft = student union, <http://oeh.boku.ac.at>) → in TÜWI Building, Peter Jordan Strasse 76
 - Bring your BOKU's student ID
 - Sports activities in Vienna**
Check the courses at Universitäts-Sport-Institut – USI Wien. <http://www.univie.ac.at/USI-Wien/index2.htm>
 - ÖBB VorteilsCard** (€19.90, < 26 years): 45-50% discount for going by train, available at any railway station, <http://www.oebb.at/vip8/oebb/de>
 - Bring your student ID and a passport size picture
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If you have any further questions, please feel free to stop by at **Center for International Relations (ZIB)**, (Peter Jordanstr. 82a) during our **opening hours**: Monday – Friday 10.00-12.00 + Wednesday 14.00-16.00.

Information can be also found at:

- Website Erasmus: <http://www.boku.ac.at/erasmus.html>
- Brochure: „Welcome at BOKU“: <http://www.boku.ac.at/willkommen.html?&L=>

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