

# Vorstudienlehrgang der Grazer Universitäten und Hochschulen

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## GENERAL INFORMATION / Academic Calendar KUG-students SS 2018

Important Dates for Pre-Study Programme Applicants

**Registration for VGUH courses:** January 08 to February 21, 2018

**Before registration, you have to do the mandatory electronic pre-registration:**

**public.vguh.at**

After your online-pre-registration you have to come in person to the VGUH-office with your record of studies and your passport to get your payment slip for the course fee and the login details for your student's account. Then please pay the course fee and bring your deposit slip and your confirmation of registration to the VGUH-office 3-5 days after payment so that you can be assigned to a course. For a regular course allocation you have to bring both (deposit slip and confirmation of registration) to the VGUH-office not later than February 28, 2018.

### Note:

Separate registration procedures apply to students who have not received their letters of acceptance until Feb. 21, 2018. Further information you will be given when registering at the VGUH-office.  
If you register after March 15, a place in a regular course cannot be guaranteed, yet the semester counts as a registered semester. Note: Shorter courses cannot fully cover the teaching contents of regular courses. Also note the corresponding statement in the letter of acceptance of your university.

**Mandatory Placement Tests for German:** start from February 14, 2018

The tests will be held at **Neubaugasse 10**.

Important: You must register electronically before taking the test! This test is a mandatory requirement for admission to the VGUH. For any further information: See your student's account!

### Course allocation:

After course allocation you will receive your timetable on your student's account. Course allocation is fixed, a change of course is not possible.

**Study fee summer semester 2018 for regular students: € 300,-** (to be paid not later than Feb. 21, 2018)

**Please keep in mind:** If you come here without any knowledge of German it might be very difficult to reach the required level in the German language assessment exam within the time allowed by the university administration (Letter of Acceptance).

Required rate of attendance in courses: 80%. Observe the requirements for the issue of a course certificate.

**Registration for exams:**

see public.vguh.at, the info-board at VGUH or VGUH-homepage

**Certificates:**

issued not before three days after oral exam, at VGUH-office

**First examination week:**

Feb. 26 – March 02, 2018

**First German language assessment exam** (=Ergänzungsprüfung Deutsch: EPD): **Examination fee: € 30.-**

The exam consists of a written and an oral part:

**Written exam:** Feb. 26, 2018

**Oral exam:** March 02, 2018 (on the premises of a positive written exam)

**Beginning of courses:**

March 05, 2018

For further individual information check your student's account / public.vguh.at (after course allocation)!

**End of courses:**

June 29, 2018

**End of semester:**

July 06, 2018

**Further examination weeks:**

end of June 2018

For detailed information on exams please refer to the VGUH-homepage and the info-board at VGUH!

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

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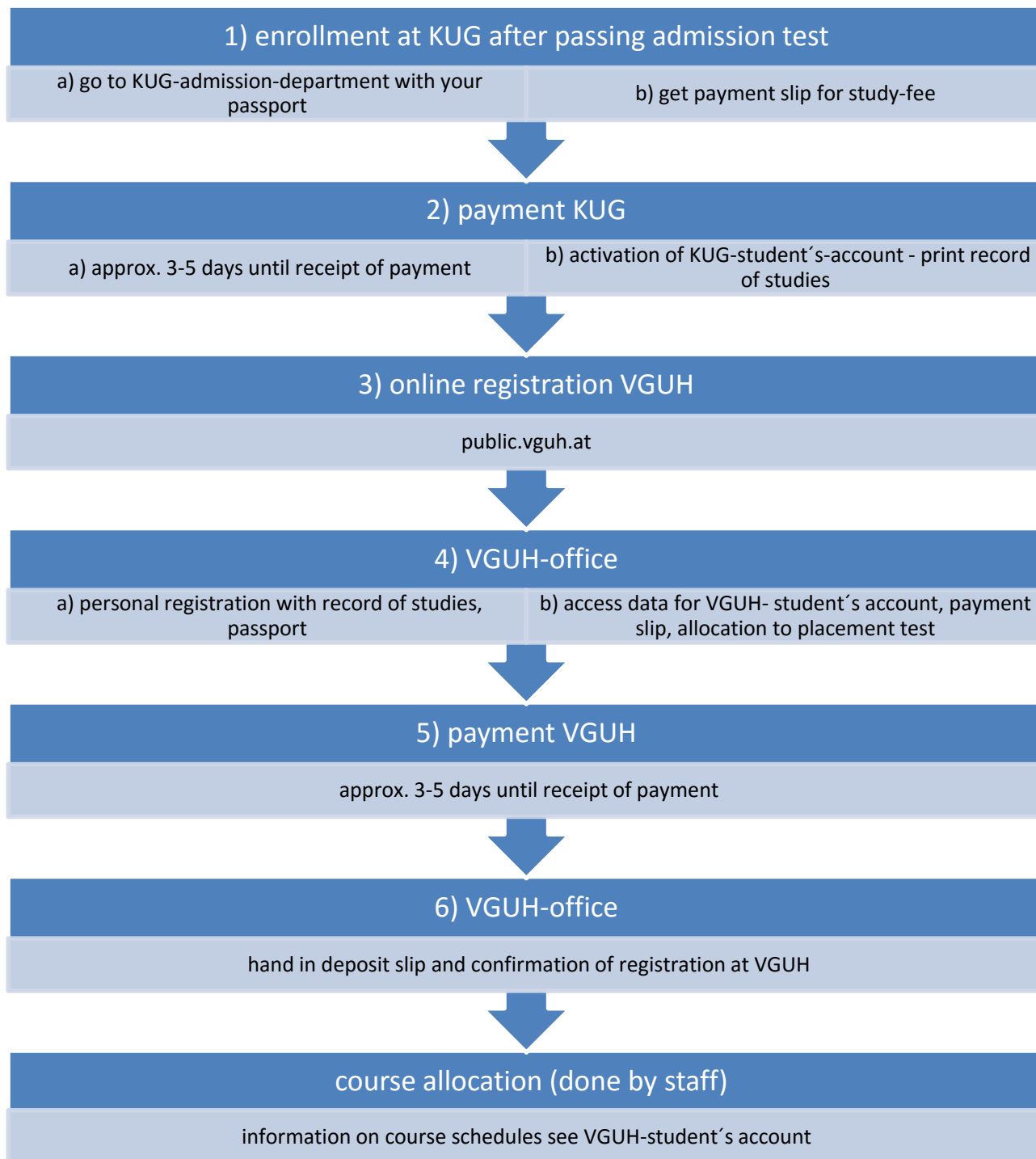
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## Registration for beginners of studies at KUG:

General admission period SS 18: **January 08 to February 21, 2018**

Grace period SS 18: **February 22 to April 30, 2018**

## Steps 1 – 6 have to be done by students to be assigned to a course at VGUH:



Mandatory placement tests: after registration (see step 4 above); start from **February 14, 2018**