

General information /Academic Calendar KUG-students WS 2018/19

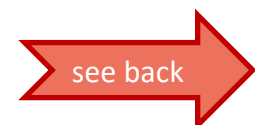
Important Dates for Pre-Study Programme Applicants

- **Registration** VGUH courses: July 09 – September 12, 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, your confirmation of registration for winter semester 18/19** 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 study fee and bring your deposit slip to the VGUH-office 3-5 days after payment so that you can be assigned to a course. For a regular course allocation your deposit must be on our VGUH-account not later than September 24, 2018.
 - Separate registration procedures apply to students who receive their letters of acceptance/residence permit later. You will be given further information when registering at the VGUH-office.
Note: The semester counts even if course allocation takes place after October 15!
- **Mandatory Placement** Tests for German: start from September 13, 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. After registering in the VGUH-office you will find the date for this test in 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 winter semester 2018/19** for regular students: € 330,- (to be paid not later than Sept. 12, 2018)

Required rate of attendance in courses: 80%. Please observe the requirements for the issue of a course certificate which you can find on the VGUH-homepage.

- **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:** Sept. 17 – Sept. 24, 2018
- First German language assessment exam (=Ergänzungsprüfung Deutsch: EPD): Examination fee: € 30.-
The exam consists of a written and an oral part:
 - Written exam:** Sept. 17, 2018
 - Oral exam:** Sept. 24, 2018 (on the premises of a positive written exam)
- **Beginning of courses:** Oct. 01, 2018
For further individual information check your student's account/public.vguh.at (after course allocation)!
- End of courses: Feb. 08, 2019
- **End of semester:** Feb. 15, 2019
- **Further examination week:** end of January 2019
- For more details ask at VGUH-office or in the courses or have a look at the info-board and our homepage!
- **VGUH – contact details:** Office:

Neubaugasse 10, A-8020 Graz/Austria
 Telefon: [43] (316) 83-14-96 10
 Fax: [43] (316) 83-14-96 11
 e-mail: office@vguh.at
 homepage: <http://www.vguh.at>



Registration for beginners of studies at KUG:

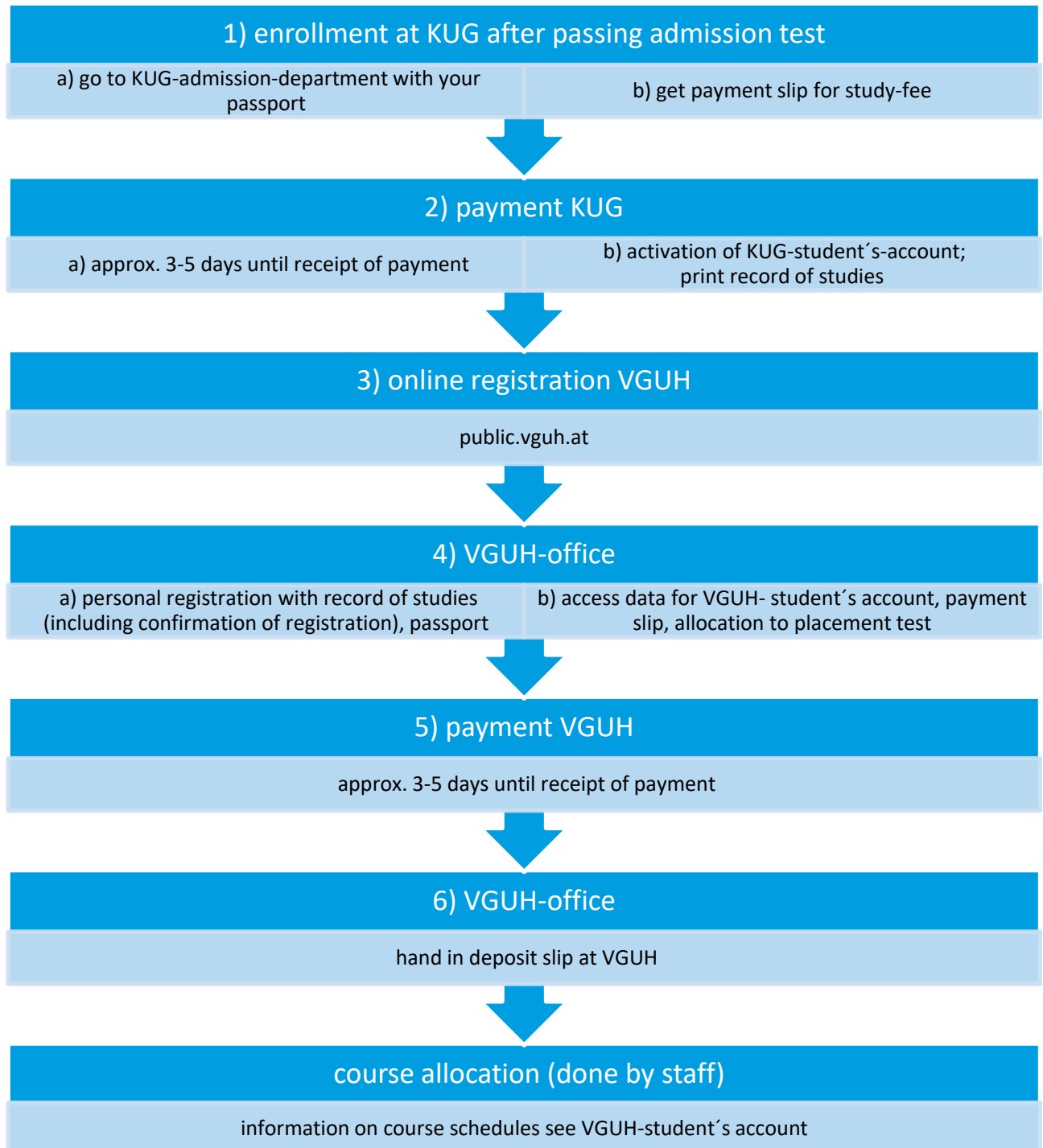
General admission period WS 18/19:

July 09 to September 12, 2018

Grace period WS 18/19:

September 13 to November 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 4b above); start from Sept. 13, 2018