



To be filled in by the ISH!

(bei nicht EU-Bürgern)

<input type="checkbox"/> € 42,- Bearbeitungsgehalt <input type="checkbox"/> Zeugnisse <input type="checkbox"/> Kategorie <input type="checkbox"/> Letter of Invitation		<input type="checkbox"/> Aufenthaltsgenehmigung Gültig bis: <input type="checkbox"/> Passkopie
<input type="checkbox"/> € 52,- Erstzusageentgelt <input type="checkbox"/> Benützungsentgelt <input type="checkbox"/> Kaution <input type="checkbox"/> Benützungsvertrag <input type="checkbox"/> SEPA <input type="checkbox"/> Foto		
Personen ID:	Vertragsdauer: _____	HP <input type="checkbox"/>
Apartment: _____ Block/Haus: _____	Kat: _____	BE: € _____
Apartment: _____ Block/Haus: _____	Kat: _____	BE: € _____

Please fill out the PDF-form on the **PC**. Check the applicable boxes.

I hereby apply for admission

- The whole **academic year** 01.09.20.... to 31.08.20....
- 24 months** 01.09.20.... to 31.08.20....
(students who start their **INITIAL** course of studies)
- The **summer semester** 01.03.20.... to 31.08.20....
- With **Letter of Invitation** to

Please attach your **photograph** here.
(not older than **6 months**)

Academic Title: _____	
Surname: _____	Given name(s): _____
Date of birth: _____	Place of birth: _____
Home address: (where you also can be contacted while at ISH; not a student address) Street/No.: _____ Post code: _____ (PO box if relevant: _____) Town: _____ Country (incl. code): _____ Federal state (province): _____	Gender: <input type="radio"/> female <input type="radio"/> male <input type="radio"/> diverse
	Regular e-mail address: _____
	Mobile phone no.: (incl. National dialing code)
	Telephone no.: (incl. National dialing code)
	Nationality: _____
Current address at the place of study: _____	Number of semesters already spent at ISH: <input type="radio"/> none <input type="radio"/> semesters: _____

Parents, fill out in any case:

	Name	Occupation	Address
Mother			
Father			

Dependent siblings:

Name	Year of birth

First-year student:

Date of school-leaving exam:	
Intended study programme:	
University:	

or

Enrolled student:

Name of the university:	
Current study programme: Bachelor, Master, PhD, ...?	
No. of enrolled semesters:	
Stage of study:	
Previous study programme: Changed on:	
Total no. of semesters (incl. previous study programmes):	
Previous study: Date of enrollment: No. of enrolled semesters: Completed studies on (date):	

Examinations taken in the last academic year: Please attach transcripts or copies of certificates with your application.

I hereby declare that to the best of my knowledge all information supplied in this form is correct and complete and I undertake to provide all documentary evidence required to verify any of the information provided and to immediately inform ISH in writing of any changes to my details (address, telephone number, mobile phone number, e-mail address, course or study programme). In the case of my admittance to ISH, I explicitly confirm that I accept the provisions of the residence contract, the Residence Rules including the Everyday Stories, and the specific house rules.

Admittance to the student residence will be withdrawn in the case of any applicant or resident who makes incorrect statements or fails to observe official registration requirements (including the requirement to register with the authorities in accordance with the Austrian Registration Act) or commits serious or repeated infringements of the Residence Rules and/or the house rules.

We would like to inform you that your data will be processed automatically for home administration and accounting purposes. These data will only be transmitted on the basis of legal obligations and for the purpose of money and payment transactions. Other transmissions presuppose your special agreement - in individual cases of you exactly designated receiver -. You can find more detailed information on the handling of your personal data on our homepage https://studentenhaus.info/images/pdf_s/datenschutz_vertrag.pdf.

Residence contracts normally apply for the full academic year, i.e. starting on 1st of September and terminating on 31st of August of the following year. Residence contracts for the winter semester terminate at the end of February. The summer semester always begins on 1st of March. Students who start their first degree have the right to conclude the contract of use for a period of 24 months.

Residents must vacate their apartments two weeks prior to termination of the contract in August and one to two weeks prior to termination of the contract in February. The unconsumed amount of the residence fee (for the one or two weeks of non-residence) will be added to your deposit and included in the final settlement.

If admitted to ISH, I hereby agree to transfer the amount of the deposit, the rent for the first month, and the first-time admission fee of € 52,- and to send the contract to Internationales Studentenhaus, gemeinnützige GmbH. On payment of the deposit and signing of the contract, the residence contract becomes binding on both parties.

Should all apartments of the requested type or category already have been allocated, ISH will offer an alternative where possible. When you receive the documents for admission with notification of the allocation made, you may of course decline the suggested alternative.

Mixed-gender occupation of one and the same unit **is permitted**. Please be aware though, that you cannot change apartments during the year.

! Please note that all the information, documents and the residence contract are being sent to you via Email. So please **check your Email** account on a daily basis.

I confirm that the details provided above are complete and correct and hereby agree to accept admission to Internationales Studentenhaus, gemeinnützige GmbH on the terms described. I hereby apply for admission for:

- The whole **academic year** 01.09.20.... / 31.08.20....
- 24 months** 01.09.20.... / 31.08.20....
- The **summer semester** 01.03.20.... / 31.08.20....
- With **Letter of Invitation** /

Place: **Date:**

Signature

For applicants who have not yet come of age; signature of parent or legal guardian

Please ensure that you have **completely filled in all the items on the application form** for admission to the Internationales Studentenhaus **and send it to ISH completed with all the necessary documents**.

Applications must be accompanied by the following documents:

- ✓ A passport-sized **photograph** (not more than 6 months old)
- ✓ **Photocopies of the relevant educational certificates** (high school graduation certificate or similar or, where not yet available, report for the last school year). Students who are already studying at a university should send copies of their examination certificates or a transcript of grades for the last two semesters (last academic year). It is not necessary to have certificates or transcripts certified by a court or notary public.
- ✓ A bank **receipt confirming the transfer of the € 42 application processing fee to our account** at Hypo Tirol Bank, IBAN AT975700000200131001, BIC HYPTAT22
- ✓ **The Accommodation Selection List** (enclosed with the application): Offer as many alternatives as possible to increase your chances of a suitable allocation.
- ✓ Non-Austrian applicants from EU countries must enclose **proof of eligibility for university admission** in their respective countries. Applicants from non-EU countries must also submit a **copy of their passport** and a **copy of their residence permit for Austria**.

Applicants who fail to submit all the necessary documents will be granted a period of grace (usually 14 days) in which to forward the missing items. If all the documents have not been received by the end of this period, the application **will not be considered**, and there will be no further communication on the subject.

No legal right to accommodation at ISH derives from submission of **the application for admission and payment of the € 42 application processing fee**. The fee cannot be repaid.

On allocation of a place at ISH, applicants must pay a **deposit**¹, which will be returned on final departure from ISH as long as the monthly residence fees have all been paid, the apartment is returned in a satisfactory condition, all keys have been returned, and ISH has no outstanding claims including claims for damages against the resident.

On allocation of a place at ISH, applicants must also pay a **first-time admission fee**¹.

Please note that the confirmation, the contract of use and other documents and information will be sent **by e-mail**. Therefore, please check your inbox regularly!

The Management

¹ The amounts to be paid can be found in the list of rates for the academic year concerned.