

Upon Arrival in Innsbruck

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Where to go:

<http://maps.google.com/maps/ms?ie=UTF8&hl=de&om=1&msa=0&msid=100057557761694256709.0000111f9ab47c60a9d0&ll=47.272328,11.398015&spn=0.020936,0.034461&z=15>

→ Passport and Visa Requirements

Students from **EU/EEA member states** and **Switzerland** coming to Austria need a valid passport to enter the country, to study and to work. Please see the information "Obligatory registration as a resident of Innsbruck" if the stay is longer than 4 months.

Students from **other countries** staying for a maximum of 6 months need either

- a travel visa C (Reisevisum C) for entry to and residence in Austria for a stay of a maximum of 90 days or
- a residence visa D (Aufenthaltsvisum D) for entry to and residence in Austria for a stay of at least 91 days and a maximum of 6 months.

Visa have to be applied for personally at the competent Austrian representation authority (embassy, consulate-general) in your country before leaving for Austria. It will be issued by this authority. The Visa **cannot** be renewed after arrival in Austria.

Students staying for more than 6 months need a residence permit "student" (Aufenthaltsbewilligung "Studierender") for entry to and residence in Austria.

Please see → "OeAD – Nationals of Third Countries"

<http://maps.google.com/maps/ms?ie=UTF8&hl=de&om=1&msa=0&msid=100057557761694256709.0000111f9ab47c60a9d0&ll=47.272328,11.398015&spn=0.020936,0.034461&z=15>

for the details and application forms necessary. All documents (except passport) must be submitted in certified German translation. This procedure can take several months as the application will be forwarded to Austria for processing.

A travel document plus visa must be carried at all times to prove your entitlement eligibility to residence in Austria.

The residence permit for students does not give you the right to work in Austria! This must be applied for separately and is only possible in exceptional cases.

Please see → [Guide to entry and residence requirements for foreign students](#)

http://www.oead.at/welcome_to_austria/legal_practical_issues/entry_to_austria/EN/

Obligatory registration as a resident of Innsbruck

Within 3 workdays after arrival exchange students from **all** countries must register as a resident of Innsbruck. To do so you need a registration form called "Meldezettel" for the Residents Registration Office (Rathaus), Maria-Theresien-Straße 15 (Rathausgalerie), 1st floor (Mon-Thurs 8.00 - 15.00 and

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Fri 8.00 - 12.00) with the signature of your landlord. For the registration you will also need your passport. Non-compliance leads to a fine.

EU/EFTA and Swiss citizens staying for more than 4 months must apply for a residence permit at the Rathaus. You need a valid passport, proof of health insurance (e-card/EHIC), evidence of adequate financial resources (proof that at least EUR 400 go into the bank account each month, e.g. bank statement or grant confirmation or confirmation from parents) and proof of registration from the University of Innsbruck ("Inskriptionsbestätigung"). This permit costs EUR 15 and is compulsory. EUR 200 fine is possible!

→ How to get to Innsbruck

Innsbruck is easily reached by train, plane and car and offers extensive public transport. From the airport you can take the bus "F" (every 15 minutes) to the town centre which passes the University main building on its way.

FROM MUNICH: There is an **S-Bahn** connection from Munich airport to Munich East railway station (approx. 45 minutes). The **train** from Munich to Innsbruck (via Kufstein) takes 2 hours, costs about € 40 and runs approx. every 2 hours. There is also a Taxi service from the airport to your residence in Innsbruck which costs approx. € 50 one way. You have to book it in advance: **Four Seasons Travel**, Tel. +43 (0) 512 584157 <https://www.tirol-taxi.at/>

FROM ZURICH: Take the **train** to Innsbruck (4-5 hours) which costs approx. € 60. On arrival at Innsbruck train station take a **taxi** to your accommodation (approx. € 10 to max. € 25) or take a bus.

ATTENTION: If you come by **car** please note that you must buy a **road tax disc "Vignette"** in order to use Austrian **motorways** and that long-term **parking is extremely difficult** in Innsbruck. **Winter tyres are compulsory** between November 1st and April 15th!

Please see → How to get to Innsbruck
<http://www.innsbruck.info/en/travel-transport/getting-here.html>

→ First Steps – after arrival

- Move into your accommodation
- Notify family and friends of your successful arrival in Innsbruck
- Go to the IWW-Office where you will receive your registration documents and all necessary information how to proceed (The IWW-Office - International Economic and Business Studies Office - will be your contact during your stay at the University Innsbruck School of Management.):

University of Innsbruck - School of Management
Internationale Wirtschaftswissenschaften / International Economics & Business Studies
Universitätsstraße 15
Ground-floor West
A-6020 Innsbruck
Tel.: +43 512 507-7561
iww@uibk.ac.at
www.uibk.ac.at/iww

Please note the opening hours on our website!

Subject to change!

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→ Resident Registration in Innsbruck

Registration as a resident in Innsbruck is obligatory!

- **Within 3 workdays after arrival you must register as a resident of Innsbruck at the Residents Registration Office** (Maria-Theresien-Str. 18, Rathaus, 1st floor, Mon-Thu 8.00-15.00; Fri 8.00-12.00). You need
 - a registration form "Meldezettel" with the signature of your landlord
 - your passport.

Non-compliance leads to a fine! Detailed information and the "Meldezettel" can be found here: www.innsbruck.gv.at

- **EU/EFTA and Swiss citizens staying for more than 4 months must additionally apply for a residence permit at the Rathaus.** You need a:
 - valid passport
 - proof of health insurance (e-card/EHIC)
 - evidence of adequate financial resources (proof that at least € 400 are paid into your account each month, e.g. bank statement, grant confirmation, confirmation of support by parents)
 - proof of registration at Innsbruck University ("Inskriptionsbestätigung").

The residence permit costs € 15 and is compulsory for students from an EU/EFTA country or Switzerland. **€ 200 fine is possible!**



Rathaus - Residence Registration Office