

Admission Process

1. Applying before the deadline

Student sends the completed and signed application in one single PDF document by e-mail to applied.humanrights@uni-ak.ac.at

Information about the **application procedure** is available if you [click here](#).

2. Pre-selection of applications

A pre-selection will be made according to eligibility criteria, completeness and quality of the requested documents. The candidate will only be invited to the personal interview, if the application is complete and the admission criteria are met.

3. Personal Interviews

Interviews will be held approximately 1-3 weeks after the deadline of the specific application rounds. The applicant will receive an invitation by e-mail for a personal interview. If the person lives outside of Vienna, the interview will be held on Skype.

4. Selection of candidates

If the candidate meets the admission criteria, they will be accepted. Candidates will be assessed by the following admission criteria:

1. Completeness of application documents
2. Assessment of requirements in specific level of English language proficiency in speaking and writing
3. Assessment of personal, academic and professional competencies
4. Motivation to study applied human rights
5. Motivation to undertake the Vienna Master of Arts in Applied Human Rights
6. Understanding of human rights values and challenges

5. Notification of Acceptance

If a candidate is selected for the programme, they will receive a **notification of acceptance/admission offer** by e-mail from the programme office. The notification will be sent approximately 2-3 weeks after the interview.

Depending on the availability of places and the high quality of applications, potential candidates might be pre-selected and added to the **waiting list**. In this case the candidate will be informed that they are on the waiting list and the final acceptance is subject to a free place due to a cancellation of an accepted candidate.

6. Acceptance by candidate

The candidate has to **respond within 4 weeks after receiving the notification of acceptance** by the Scientific Director. If the candidate accepts the offer within the given deadline the enrolment process starts.

7. Enrolment

Practical Information

Entry into Austria

Since the programme duration is two years **international students have to take up residence in Austria**. Regulations about the entry into Austria depend on the citizenship.

1. EU/EEA and Swiss citizens

EU/EEA and Swiss citizens **only require a valid passport or ID card** to enter Austria. However, they need to apply for a **Confirmation of Registration** ("Anmeldebescheinigung" at the Municipal Department 35 (Immigration and Citizenship, "Magistratsabteilung 35, Einwanderung, Staatsbürgerschaft") since they are staying in Austria for more than 3 months.

2. Citizens of non-EU/EEA countries (third country citizens)

Exchange students with a citizenship of non-EU/EEA countries have to apply for a **residence permit for Students** ("Aufenthaltsbewilligung Studierender) and might require a visa for Austria, even if they have a residence permit from another European country.

Please note that visa applications are the incoming students' own responsibility. The Vienna Master in Human Rights is **not involved in the application process**. As processing a visa application may take up to **several weeks or even months, we strongly advise you to file your application as early as possible**. As you will have to await the approval of your application in your home country, you should submit your application at least three months before you are going to arrive in Austria. Detailed information on the entry and residence requirements is available here: <https://oead.at/en/to-austria/entry-and-residence/>

Insurance

Accident and Liability Insurance

Included in the tuition fee is the **membership in the Austrian Students Union (ÖH)**, which covers your accident and liability insurance.

Health insurance

The tuition fee does not include your health insurance in Austria. Please make sure to take out an insurance that covers medical treatment in all parts of Austria and that provides sufficient cover for various types of illness. The programme recommends for non-EU citizens "Feel Safe" from UNIQA: <https://www.feelsafe.at/>

Housing and Living in Vienna

The University of Applied Arts does not run student halls of residence. Students therefore **need to organise their own accommodation for their stay in Vienna**. We strongly recommend starting to search for accommodation, **especially if you are going to stay in a hall of residence**, as soon as possible. Detailed information about housing options including student homes, private accommodation, and further options are available if you [click here](#).

If you [click here](#) you can find information about the living costs in Vienna. Please note that the most important study books are covered in the tuition fee. The books are given to our students at the beginning of the semester, therefore there are no additional costs for books.