

ECTS GUIDE

FH KUFSTEIN TIROL / AUSTRIA

Discover
fh kufstein
UNIVERSITY OF APPLIED SCIENCES





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Mag. Noureddine Rafili
Head of International Relations Office

WELCOME TO KUFSTEIN UNIVERSITY OF APPLIED SCIENCES.

Dear students,
As you know, learning is a journey to a new world, an adventure, an expedition.
Although you have to do the walking part yourself, the FH Kufstein Tirol University of Applied Sciences accompanies its students on this expedition and helps them to reach the highest summits.
We are happy to welcome you at the Fachhochschule Kufstein Tirol – University of Applied Sciences. After months of preparation you finally made it to Austria and the team of the International Relations Office (IRO) wants to help you to get started. That's why we created this study guide in order to help you with the most important questions during your life abroad e.g. accommodation, daily life, student facilities, housing, grading, etc.
You will be integrated in an international environment, surrounded from Austrian and foreign students and faculties. It will not only be

one of the most exciting experiences in your life - a new language, a new culture and a different way of life, but also a lifelong memory of a time full of new skills, insights and friendships.
Enjoy your journey!
And just in case, the IRO will assist you in any matter, so please do not hesitate to contact us.


Mag. Noureddine RAFILI
Head of International Relations Office

>> Fachhochschule Kufstein Tirol

Facts . Figures



2,213

Students

50 Nations
1,747 Bachelor & Master Students
191 Incomings
275 Post Graduate-Students

24

Degree Programs

12 Bachelor
12 Master
2 are 100% in English

6,655

Alumni

3,355 Bachelor
1,400 Master
1,092 Diploma
808 Postgraduate

210

Partner Universities

50% Europe, 23 % Asia
18% America, 4 % Africa
5 % Oceania

500

Lecturers

Internal
External
Academics
Professionals

20

Postgraduate Programs

11 Certificate Programs
3 Academical Programs
2 MBA-Programs
2 Master Degree Programs
2 Advanced Qualification Program

FH Kufstein presents

EXPEDITION

K N O W L E D G E

Learning is a journey
to a new world, an
adventure, an expedition.

The FH Kufstein Tirol accompanies its students on
this expedition and helps them to reach the highest
summits.

You have to do the walking part **yourself**.

www.fh-kufstein.ac.at

>> Degree Programs

FH Kufstein Tirol University of Applied Sciences was founded in 1997.
There are currently 2200 students studying in 12 bachelor degree programs, 12 master degree programs and several post graduate courses. Around 200 incoming students enrich the campus with an international flair.



BACHELOR Studies >>

- // **Energy Business (FT)**
climate change, renewable energy & energy efficiency
- // **Facility Management & Real Estate Management (FT, PT)**
energy efficient & user-friendly buildings, sustainable real estate management
- // **International Business Studies (FT, PT)**
2 semesters at one of 170 international partner universities of applied sciences, 1 semester of an internship abroad, 2 foreign languages
- // **Marketing & Communication Management (FT, PT)**
classical and cutting-edge communication channels, graphic arts, design and multimedia applications, language & style, PR, advertising
- // **Sports, Culture & Event Management (FT, PT)**
interdisciplinary knowledge of sports, culture & event management, based on an economically- and internationally-oriented foundation
- // **Business Management (FT)**
skills needed for founding enterprises, concepts & tools for business management, and business succession & acquiring ownership
- // **Web Business & Technology (FT)**
web-based business models & technologies
- // **Industrial Engineering & Management (FT)**
a solid engineering training including economic background knowledge & two options for specialization (production, production development)

MASTER Studies >>

- // **Data Sciences & Intelligent Analytics (PT)**
A combination of knowledge in technology & applications, training with real data & real tools, 30% online
- // **Digital Marketing (FT, PT)**
marketing through new media, understanding & design of online and cross-media communication channels, options for specialization
- // **ERP Systems & Business Process Management (PT)**
analysis, design & implementation of IT-supported business processes
- // **European Energy Business (PT)**
combination of Energy Business & renewable/conventional energy technologies
- // **Facility- & Real Estate Management (PT)**
combination of management concepts & individually chosen specialization within the field of facility & real estate management
- // **International Business Studies (FT)**
International program specializing in either marketing or finance, all lectures are held in English
- // **Smart Products & Solutions (PT)**
Development of intelligent & networked products with an emphasis on the definition and conception phase, generating value from data and the transformation & change needs in companies
- // **Sports, Culture & Events Management (FT, PT)**
interdisciplinary knowledge of sports, culture & event management complemented with a focus on business establishments & strategic perspectives.
(full-time degree program: all courses held in English)
- // **Corporate Restructuring (PT)**
legal & business knowledge for restructuring and reorganizing companies
- // **Web Communication & Information Systems (PT)**
knowledge and skills for planning and developing complex web-based applications, option of various fields of specialization

POST GRADUATE Program >>

Information about our current postgraduate programs can be found online
WWW.FH-KUFSTEIN.AC.AT/POSTGRADUATE

FT...full time studies, PT...part time studies



KUFSTEIN NATURE, HISTORY,
CULTURE & A LOT MORE ...

>> MEETING POINT
KUFSTEIN



Kufstein Basic Facts | **Area:** 39.37 km². **Population:** 19,223. Today, Kufstein is the largest town in the District of Kufstein and the second largest after Innsbruck in the Province of the Tyrol. In comparison with the size of other cities in Austria, Kufstein ranks 28th.

The town of Kufstein lies at about 503 meters above sea level. Set on both sides of the Inn River, Kufstein is located in the lower Inn River Valley and only a few kilometers from the Alpine foothills in Bavaria.

>> Welcome to Kufstein

>> AUSTRIA BASIC FACTS

Total area: approx. 84,000 km². **Population:** 8.8 million. **Capital:** Vienna. **Languages:** German; English is by far the leading foreign language and is widely spoken and understood. **Topography:** The landscapes in Austria range from Alpine peaks to broad river plains. Austria's highest mountain is the Großglockner (3,797 m); its longest river is the Danube. **Climate:** Kufstein lies 503 m above sea level. The alpine climate is characterized by cold, snowy winters and relatively warm summers. Temperatures range from -5° C in winter (short periods of strong frost are possible too) up to 30° C in summer. Students coming in fall should bring warm clothes and boots; those coming in spring should keep in mind, that February and March can still be rather cold. Periods of fog and rain are usual both in late fall and early spring. Be prepared for all kind of weather conditions!

For more detailed information: www.wetter.com



Kufstein is surrounded by high mountains with a breath-taking panorama. The contrast between the historic old town, the fortress and the nearby mountains strongly contribute to the atmosphere and attraction of Kufstein.

Thus the city's nickname is "The Pearl of the Tyrol". Austria welcomes students from abroad. If you are a national of an European Union (EU) country or Switzerland, you only need a valid passport.



THE HISTORY OF KUFSTEIN "THE PEARL OF THE TYROL"

There are still countless old buildings which bear witness to the medieval times when Kufstein was first given the rights of township. Lovingly restored, they invite the visitors to imagine what it must have been like 700 years ago. The mighty fortress in the center shows how important the position of Kufstein was in these days. The battlements offer a panoramic view far beyond the town's boundaries and the ancient buildings entice visitors to explore their towers and vaults. Originally owned by the bishops of Regensburg, the fortress was first mentioned in official documents in 1205. Later, these bishops shared ownership of the hilltop complex with the Bavarian dukes. From 1313 onwards, the Kufstein Fortress belonged to the dukes of Bavaria. In 1415 Duke Ludwig II enlarged the fortification. In 1504 Emperor Maximilian I besieged and conquered Kufstein and had the fortress rebuilt and expanded. In the 17th century, the complex was reconstructed once again. In 1703 and 1805 the Bavarians conquered the fortress. Later, in 1814, it has been recaptured by the Austrians and has belonged to the town of Kufstein since 1924. The

most impressive part of the fortress is the open air stage which is one of the most beautiful in Austria and is frequently used for concerts of all sorts. Within the fortress compound is also the world's largest open-air organ which fills the city with music every day at midday. However, Kufstein is not only interesting for visitors keen on history and culture; the town is also a well-known commercial center. There are quite a few companies that have helped to establish Kufstein's economic importance, for example: Riedel, a maker of creative glassware; Kneissl, the first ski manufacturer in Austria; and Simmerwerke, a producer of high-tech sealing rings.

ARRIVING IN AUSTRIA AUSTRIA WELCOMES STUDENTS FROM ABROAD!

In order to obtain a visa, students from countries other than the European Union need the following documents:

- **visa application form for students** (available at the Austrian consulates and embassies in your home country)
 - **valid passport**, copies of the first pages of your passport
 - **birth certificate** or a copy of it
 - **passport photo**
 - **health insurance** (a document indicating that the treatment costs will be covered in case of an accident or illness during your stay in Austria)
 - **evidence of financial support** or evidence that you are receiving a scholarship
 - **letter of acceptance** from FH Kufstein Tirol (enrolment certificate)
 - **letter of conduct** (note from the police of your country certifying that you have no criminal record)
 - **accommodation** during your stay in Austria (see "Accommodation" page 8)
- For more detailed information regarding entry into

Austria, visa requirements and application forms, please refer to the Austrian foreign representations: www.bmeia.gv.at/reise-aufenthalt/einreise-und-aufenthalt-in-oesterreich/einreise-und-visum/


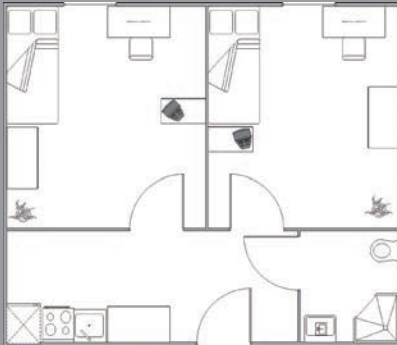
Within three days upon your arrival in Kufstein you must register with the governmental Registration Office (Meldeamt) in Kufstein. This action is required by law and every newcomer, irrespective of his/her nationality, has to register. The "Meldeamt" is located on the first floor of the City Hall (Address: Oberer Stadtplatz 17). Forms are available there or can be downloaded from the Internet: www.help.gv.at/Portal.Node/hlpd/public/resources/documents/meldez.pdf The office hours are: Mo - Mi, 8 am - 5 pm; Thu 8 am - 6.30 pm; Fr 8 am - 6 pm. Please do not forget to take your passport with you. At the end of your stay, before you return to your home country, you will need to unregister at the "Meldeamt".

>> Accomodation in Kufstein



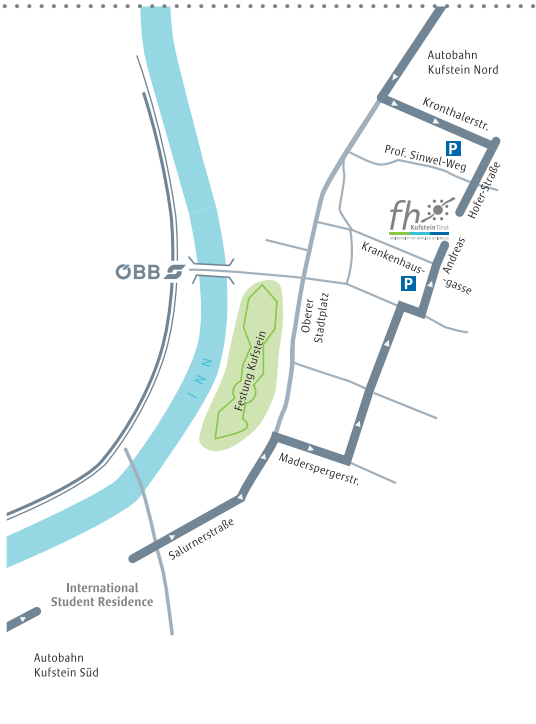
>> INCOMING STUDENTS





1) DOUBLE-ROOM APARTMENT

2) SINGLE-ROOM APARTMENT



AVERAGE COST OF LIVING

The list below provides a small overview. The cost of living naturally depends on your own lifestyle and the type of accommodation you choose.

AVERAGE COST OF LIVING PER MONTH	
Accommodation/dormitory	approx. € 350 to € 400
Food	approx. € 200
Transportation	approx. € 60
Personal needs	approx. € 80 to € 140
For example, a cup of coffee is € 2.50, a cinema ticket is € 7 - 9 and a meal at the cafeteria is € 4.	

In the International Student Residence there are single studios (one is suitable for individuals with mobility impairments) and double studios and several shared flats. The Student Residence accommodates a total of 168 students and offers high quality living space which corresponds to the needs of the students. The Student Residence is situated in the calm surroundings of the Inn River. The Kufstein city center and FH Kufstein Tirol are only a 15-minute walk

away, along the Inn River Promenade, a path for cyclists and pedestrians. On the first floor of the Student Residence there is a lounge with a beautiful terrace and a lounge where students can meet during their leisure time. In the basement you will find an underground garage where parking spaces for cars and motorbikes can be rented. The Student Residence also provides a storage room for bikes and laundry facilities (washing machine, tumble dryer). In the double apartments, each student has their own combined living room and bedroom with cable TV and free Internet access. Bathroom and kitchen facilities are shared with a flatmate. The basic kitchen inventory (dishes, kitchen devices, etc.) is provided for a small fee. In addition, you can also buy inexpensive bed linens at the Student Residence.

HOW TO FIND THE INTERNATIONAL STUDENT RESIDENCE.

Please find the Application Form for the Student Residence at: www.fh-kufstein.ac.at/ISR (click on "Living" in the top menu, and then on "International Student Residence" in the menu below). For fees, please see current price list. Conditions for admission and general terms are listed in the contract and/or in the statutes of the ISR.

For more information about the Student Residence, please contact:
Ms. Romana Hubmann
romana.hubmann@fh-kufstein.ac.at
A-6330 Kufstein
Salurnerstraße 26 a-c, Salurnerstraße 30 (Haus D)
Phone +43 5372 71819 800

The Austrian Student Union FH Kufstein Tirol also provides a forum for your flat hunting:
www.oeh-fhkufstein.at/wohnen/



>> Daily Life in Austria

>> KUFSTEIN
IS IN(N) ...

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INFORMATION

Telephone

For details regarding contracts and fees, get in touch with one of these providers:

A1 www.a1.net | **Drei** www.drei.at | **Magenta** www.magenta.at | **Telering** www.telering.at | **Yesss** www.yesss.at | **bob** www.bob.at

Banks

Most Austrian banks offer special conditions for student bank accounts. Please ask for information at the banks in town. As many restaurants and shops accept payment by bank card, having a bank account in Austria is recommended. Credit cards are also widely accepted. For international students it is important to contact their bank at home regarding the best way to transfer and withdraw money during their time abroad. Opening hours for banks are usually: Monday - Friday, 8 am - 12 am and 2 pm - 4 pm; on Thursdays till 6 pm. Some banks are also opened during lunch time. ATM machines can be found all over the town.

Getting Around in Town

Kufstein is a small town where almost everything is within walking distance. The FH Kufstein Tirol is in the center of the town and can be easily reached by bike, bus, car and on foot. The city bus connects all parts of Kufstein. A single trip costs € 0.90 – with discount for students with a valid student ID card from FH Kufstein Tirol.

Public parking facilities

The closest public parking area is the “Sappl-Parkplatz” (near Hotel Andreas Hofer), which costs € 12.00/day and is approx. 1 minute from FH Kufstein Tirol. The nearby “City-Parking” garage also charges € 12.00/day and is approx. 1 minute from FH Kufstein Tirol. Parking at “Fischergries Parkplatz” costs € 6.00/day.

Post Office

Besides mail and package services, post offices offer telephone, fax, copy and money transfer services. They also carry a range of stationery and office supplies. If you want to get Internet access via the phone line, please contact the post office as well. On-line at: **www.post.at**. Main post office in Kufstein: Oberer Stadtplatz: Monday - Friday, 8 am - 12 pm and 2 pm - 5:30 pm.

Shopping

The opening hours of most shops in Kufstein are on weekdays, 9 am - 6 pm and on Saturdays, 9 am - 5 pm. Grocery stores/supermarkets are usually opened from 8 am - 7 pm on weekdays and until 6 pm on Saturdays. Shops are generally closed on Sundays and public holidays. On Sundays and evenings food can also be bought at petrol stations (prices are higher).

Book Shops

There are three bookstores in Kufstein which stock a range of academic literature and supply the FH library. These are Lippott on Unterer Stadtplatz 25 and Ögg at the Arkadenplatz 1 as well as Tyrolia in the „Kufstein Galerien“. Daily papers and magazines can also be bought at supermarkets.

Austrian Federal Railways (ÖBB)

The “Vorteilskarte” of the ÖBB enables students to purchase train tickets at half price. Students under the age of 26 can purchase this card for a nominal fee of € 19 at every train station. Please bring along an ID card or passport and a passport photograph. Train schedules and general info: **www.oebb.at**

HEALTH INSURANCE

International students attending FH Kufstein Tirol must have medical insurance that covers the costs of treatment if they fall ill or in case of accident. Students from EU countries and Norway require forms E-111 and E-128. Students from countries which have no agreement with Austria must acquire private health insurance in their home country or in Austria. A good place in Austria to get such an insurance package is the Tyrolian Health Insurance (TGKK-Tiroler Gebietskrankenkasse). The reduced rate for students is approx. € 60/month. Required documents for this voluntary student health insurance (Freiwillige Selbstversicherung für Studenten) are: confirmation of enrolment and registration form (Meldezettel).

To learn more about this insurance: **Tiroler Gebietskrankenkasse**, Kronthalerstr. 4A, 6330 Kufstein, Phone +43 59 160 37 12, e-mail: kufstein@tgkk.at

SPORTS FACILITIES

Kufstein is the ideal place for summer and winter sports. There is a great variety of sports facilities within a 10-kilometer range. There is a sports center with indoor and outdoor tennis courts, outdoor swimming pools, an ice skating rink and a gym at Fischergries in Kufstein. There are several sport clubs in Kufstein. The “Sportunion” is one club that offers several courses, e.g. baseball, volleyball, basketball and all sorts of gymnastics. For further details please visit their homepage: **www.sportunion-kufstein.at**

Outdoors, the possibilities for running, walking, mountain biking and hiking/mountaineering are endless in summer and in winter the same holds true for skiing, crosscountry skiing, snowboarding and tobogganing. The closest skiing area is “Skiwelt Wilder Kaiser”. There is a free ski bus. The Austrian Alpine Club (ÖAV) also offers courses for hiking, rock climbing and skiing. Please see: **www.alpenverein.at**. The Impuls Fitness Centre (Andreas Hofer-Str. 2) offers special discounts for students of FH Kufstein. If you are still not exhausted: ÖH has also reserved time slots in local gyms for its students. For further information, please contact the ÖH.

OTHER LEISURE ACTIVITIES

The students of FH Kufstein have made the city a lively place for young adults with a variety of activities, cultural events and pubs.

Tips regarding events, concerts, theaters and the pub scene can be found in the local press (“Bezirksblatt”

and “Rundschau”). Worth visiting is the Kufstein Fortress with its museum; for further information see: **www.festung.kufstein.at** or **www.kufstein.at**. For those interested in glass, the Riedel factory tour (in Kufstein) and also the Swarovski Crystal World (50 min. drive) will certainly be of interest; see **www.riedel.com**, **www.swarovski.com/kristallwelten**. The world's largest and most traditional Haflinger horse stud farm is in Ebbs (10 min. drive); see **www.haflinger-tirol.com**. Kufstein is the ideal starting point to discover the cities of Munich, Salzburg and Innsbruck; it takes about 1 h to reach each of these world-renowned cities.

MEDICAL FACILITIES

In the case of an illness you can either go and see a general practitioner (listed on page 16 of this guide) or go to the hospital. The hospital is at the southern end of Kufstein: A.ö. Bezirkskrankenhaus Kufstein, Endach 27, Phone +43 5372 69 66-0. During the night and on weekends please contact the doctor on duty (see local newspapers) or call the ambulance for advice. Medications can only be bought at pharmacies. Information about the pharmacies' night and weekend services can be found in the local newspapers and on information boards next to each pharmacy. In Kufstein there are 3 pharmacies: „Obere Stadt-Apotheke“ (Georg-Pirmoser-Straße 5); „Stadtapotheke zum Tiroler Adler“ (Unterer Stadtplatz 1); „Festungspapotheke“ (Kinkstraße 27).

Emergency phone numbers: City Police Kufstein +43 5372 63222; Police emergency call 133; Ambulance/Red Cross 144; Fire Brigade 122; Mountain Rescue 140; Car Breakdown ÖAMTC 120, ARBÖ 123.

FACILITIES FOR STUDENTS WITH SPECIAL NEEDS

The FH Kufstein Tirol can be reached easily and there are no steps on the way to the building and in the entrance area. An elevator is available. In the student residence, one of the apartments is designed for students with special needs. For assistance and additional information, please do not hesitate to contact the FH-team.

>> Daily Life in Austria



>> **VIBRANT
& YOUNG**



FACILITIES OF FH KUFSTEIN TIROL

Café.04 & Diner

The cafeteria of FH Kufstein Tirol, located on the ground floor, features a fantastic view of the Kufstein Fortress and serves up to 100 guests. Students and employees of FH Kufstein Tirol are offered warm meals and can relax over a cup of coffee. The staff of the cafeteria takes excellent care of their guests' well-being from Mo-Thu, 8am-4pm, Fri 8 am - 6 pm and on Saturday 8am - 5.30pm. Vending machines for cold drinks and coffee are also on the ground floor. Smoking is prohibited in the entire building.

Library

The library of FH Kufstein Tirol currently contains books, current journals and newspapers from various fields, as well as a growing collection of DVDs. Since FH Kufstein Tirol moved into the new building in September 2001, the library has been reorganized, e.g., by introducing new library software which supports an automated borrowing system as well as allows independent research. The terms and conditions for using the library are posted.

Study Facilities

On the infoboard in the main hall (Aula), the current lecture schedule is shown. To check the lecture schedule and see where the lectures are being held, you can also visit our website: www.fh-kufstein.ac.at. Most rooms are equipped with the standard communication

devices; nevertheless, if you want to use this or other special equipment (e.g., for projects or presentations), you must make a reservation for it at least one week in advance (please contact one of the administrative assistants). Equipment available to you: notebook, data projector, DVD player, video recorder, TV set, overhead projector, slide projector, video camera, analogue video camera, digital camera, tripod, CD player, pinboard, flipchart, presentation kit. We kindly ask our students to handle all property with care.

THE COMPUTER FACILITIES

The computer room is on the ground floor. At your disposal are several PCs, computer with a CD writer and scanner, plugs for notebooks, a document station, and one fully-equipped cutting desk. To connect your notebook to the network of FH Kufstein Tirol, you need an RJ45 network cable (not twisted). You can also use the student room which is equipped with Wireless LAN (WiFi) and several network plugins. The document station in the computer room is designed to be used with the student card, which has a prepaid function that is rechargeable and can be loaded at the terminal in the FH. For any additional information, please get in contact with the information desk next to the main entrance.

STUDENT ASSOCIATIONS AND CLUBS

The **European Student Network (ESN)** actively supports incoming and outgoing international students at FH Kufstein Tirol. For further information, please get in touch with the local coordinator by e-mail: ESN@fh-kufstein.ac.at. Apart from that, every degree program and class elects a student spokesperson each year to represent the students' interests. Please contact the FH for information about the current spokespersons.

The Infopoint is a professional and caring team in the administration office, who will assist you with your questions. **The International Relations Office (IRO)** is there for all matters concerning your period of study at FH Kufstein Tirol.

FINANCIAL SUPPORT FOR STUDENTS

The FH Kufstein Tirol itself does not offer financial support to students, but there are numerous possibilities for obtaining aid. Please have a look at the following institutions: bm:bwk – www.bmbwk.gv.at Federal Ministry of Education, Science and Culture **Studienbeihilfenbehörde: www.stipendium.at/stbh** Austrian agency of student support. Financial assistance can be awarded for stays abroad as well (also for non-European countries). **ÖAD – Österreichischer Austauschdienst: www.oead.ac.at** Office for international education and business cooperation

Stipendiendatenbank:
www.grants.at.

Overview over all grants and scholarships
Förderkompass: www.foerderkompass.at information on research grants and www.fh-kufstein.ac.at/grants

>> European Credit Transfer

>> STUDY
SUCCESSFULLY



WHAT DOES ECTS MEAN? ECTS STANDS FOR “EUROPEAN CREDIT TRANSFER SYSTEM”

ECTS is a pilot project of the Erasmus Program (European Community Action Scheme for the Mobility of University Students). One of the main aims of Erasmus is the promotion of academic recognition throughout the European Union to allow students to circulate freely between the member states.

What does ECTS offer to students?

Students from the ECTS Program will receive full recognition for all academic work successfully carried out at the ECTS partner institutions. They will be able to transfer these academic credits from one participating institution to another.

How does ECTS work?

ECTS is a decentralized system based on the principle of mutual trust and confidence between the participating higher education institutions. Each ECTS department has agreed to break down the description of the courses it offers into small units in order to facilitate the allocation of credits to incoming students.

What are the key features of ECTS?

- ECTS is based on the principle that 60 credits measure the workload of a fulltime student during one aca-

demic year. The student workload of a full-time study program in Europe amounts in most cases to around 1,500 - 1,800 hours per year and in those cases one credit stands for around 25 to 30 working hours.

- Credits in ECTS can only be obtained after successful completion of the work required and appropriate assessment of the learning outcomes achieved. Learning outcomes are sets of competences, expressing what the student will know, understand or be able to do after completion of a learning process, long or short.
- Student workload in ECTS consists of the time required to complete all planned learning activities such as attending lectures, seminars, independent study, preparation of projects and examinations.
- Credits are allocated to all educational components of a study program (such as modules, courses, placements, dissertation work, etc.). They reflect the quantity of work each component requires to achieve its specific objectives or learning outcomes in relation to the necessary to successfully complete a full year of studies.
- The performance of the student is documented by

a local/national grade. It is good practice to add an ECTS grade, in particular in case of credit transfer. The ECTS grading scale ranks the students on a statistical basis. Therefore, statistical data on student performance is a prerequisite for applying the ECTS grading system. Grades are assigned among students with a pass grade as follows:

EXPLANATION TO TRANSCRIPT OF RECORDS		
Grading Scale Fachhochschule Kufstein		
Grade	Definition	Performance
1	very good	100 - 90 %
2	good	89 - 80 %
3	satisfactory	79 - 70 %
4	sufficient	69 - 60 %
5	fail	59 - 0 %

A distinction is made between the grades FX and F that are used for unsuccessful students. FX means: “fail - some more work required for passing” and F means: “fail - considerable further work required”. The inclusion of failure rates in the Transcript of Records is optional.

What are the key documents of ECTS?

- The regular Information Package / Course Catalogue of the host institution is to be published in the local/national language and in English (or only in English for programs taught in English) on the Web and/or in hard copy in one or more booklets. The Information Package / Course Catalogue must contain the items of the checklist including information for visiting students from abroad.
- The Learning Agreement contains the list of courses to be taken with the ECTS credits which will be awarded for each course. This list must be agreed to by the student and the responsible academic body of the home institution. In the case of credit transfer, the Learning Agreement has to be agreed to by the student and the two institutions concerned before the student's departure and updated immediately when changes occur.
- The **Transcript of Records** documents the performance of a student by showing the list of courses taken, the ECTS credits gained, local or national credits, if any, local grades and possibly ECTS grades awarded. In the case of credit transfer, the Transcript of Records has to be issued by the home institution for outgoing students before departure and by the host institution for incoming students at the end of their period of study.

More information on ECTS can be found at:

ec.europa.eu/education/ects/user-guide/docs/ects-users-guide-en.pdf

What is the Diploma Supplement (DS)?

The Diploma Supplement is a document attached to a higher education diploma providing a standardized description of the nature, level, context, content and status of the studies that were successfully completed by the graduate. The Diploma Supplement provides transparency and facilitates academic and professional recognition of qualifications (diplomas, degrees, certificates).

For more information on the DS please see the following website: ec.europa.eu/education/diploma-supplement_en

LANGUAGE COURSES

Whereas most of the regular courses held at FH Kufstein Tirol are taught in German, the courses of the International Program are all held in English. International students have the possibility to take German language courses as part of their academic program.

As the FH Kufstein Tirol puts an emphasis on internationality, several other languages are taught as well and are offered at low cost by a special program called Michelangelo. Students may choose English, Spanish, Italian, French, Chinese, Russian, and others.

For further information, please contact business-school@fh-kufstein.ac.at.

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>> Useful Addresses & Numbers



>> KUFSTEIN 24 HOURS



PHARMACIES

Festungsapotheke, Kinkstraße 27, 6330 Kufstein
Phone +43 5372 64808

Obere Stadt-Apotheke, Georg Pirmoser-Straße 5,
6330 Kufstein, Phone +43 5372 64548,

Stadtapotheke zum Tiroler Adler, Unterer Stadtplatz
1, 6330 Kufstein, Phone +43 5372 64581

HOSPITAL

Endach 27, 6330 Kufstein,
Phone +43 5372 6966-0, www.bkh-kufstein.at

GENERAL PRACTITIONERS

Dialer Eva, Dr.

Andreas Hofer-Straße 2, 6330 Kufstein
Office hours: Monday to Friday 8am-12pm;
except Thursday by appointment
Phone +43 5372 65530

Größwang Franz, Dr.

Josef-Egger-Straße 3, 6330 Kufstein
Office hours: Monday-Friday 8:30am-12pm;
Monday, Friday 4:30 pm-6pm;
except Thursday by appointment
Phone +43 5372 62445

Hengl Wolfgang, Dr. med.

Alois-Kemter-Straße 1, 6330 Kufstein
Office hours: Monday to Friday 9am - 12pm,
Monday, Wednesday, Friday 4pm - 6pm
Phone +43 5372 62664

Fankhauser Christoph, Dr.

Kronthalerstraße 6, 6330 Kufstein
Office hours: Monday, Tuesday, Wednesday,
Friday, 8am-12am
Monday 5pm-7pm;
Thursday 4pm-6pm
Phone +43 5372 64134

DENTISTS

Aeberli Sonja, Dr. med. univ.

Georg-Pirmoser-Straße 11, 6330 Kufstein
Office hours: Monday-Thursday, 8am-12pm
afternoon by appointment, Phone +43 5372 65380

Haidegger Andreas, Dr. med. univ.

Oberer Stadtplatz 5B, 6330 Kufstein
Office hours: Tuesday - Friday 8am- 12pm;
Phone +43 5372 61966

EAR NOSE THROAT DOCTOR

Dürk Susanne, Dr.

Gewerbehof 1, 6330 Kufstein
Office hours: Monday 10am-3pm, Tuesday, Thursday
4pm-7pm; Wednesday 8.30am-1.30pm; Friday 10am -
2pm, Phone +43 5372 62443

EMERGENCY CALLS

Ambulance / Paramedics, Phone 144

Police Department, Phone 133

Fire Department, Phone 122

**Red Cross Weissachstraße 4, 6330 Kufstein,
Phone +43 5372 6900**

POLICE, STADTPOLIZEI

Salurner Straße, 6330 Kufstein,
Phone +43 5372 63222

BANKS / CASH DISPENSERS

Volksbank Endach,

Waginger Straße 12, 6330 Kufstein

Bank Austria, Georg-Pirmoser-Straße 2, 6330 Kufstein

Sparkasse, am Oberen Stadtplatz 1, 6330 Kufstein

Raiffeisenkasse, Georg-Pirmoser-Straße 5, Kufstein

PUBLIC FACILITIES

Tourist Information, Ferienland Kufstein Unterer
Stadtplatz 8, 6330 Kufstein, Phone +43 5372 62207

Post Office, Oberer Stadtplatz 5b, 6330 Kufstein
Phone +43 5372 62551

Railway Station

Südtiroler Platz 3, Phone +43 5372 6921-0

Lost & Found, City Police, Salurner Straße 1,
6330 Kufstein, Phone +43 5372 63222

Leisure Swimming Pool, Fischergries 36,
Phone +43 5372 602-612, sport@stadt.kufstein.at
Open daily from May to September 9am-7pm

Sports Arena, Untere Feldgasse 4, sport@stadt.kufstein.at, Open daily from March to November; 8am-8pm

Cinema, Funplexxx, Oskar Pirlo Straße 9, 6330 Kufstein
Phone +43 5372 62732, funplexxx@funplexxx.at,
Open daily, 3pm-12am

Minigolf, Frauenfelder Straße 9, Phone +43 5372
68583, office@minigolfclub.at

**For more numbers and addresses please refer to
the Yellow Pages (www.herold.at).**

>> Recreation in Tyrol



>> WINTERTIME FUN IN ALL ITS DIMENSIONS . . .

On the agenda: winter in Tyrol. On the one side of student life there are classes and internships; on the other, recreation and fun. Winter life in the Alps is all about pristine snow-covered mountainsides, challenging ski slopes, exciting boarder parks, endless cross-country ski trails, and the magic of the cozy mountain huts. Nearby ski areas are Westendorf, Itter, Hohe Salve, Kitzbühel and many others.



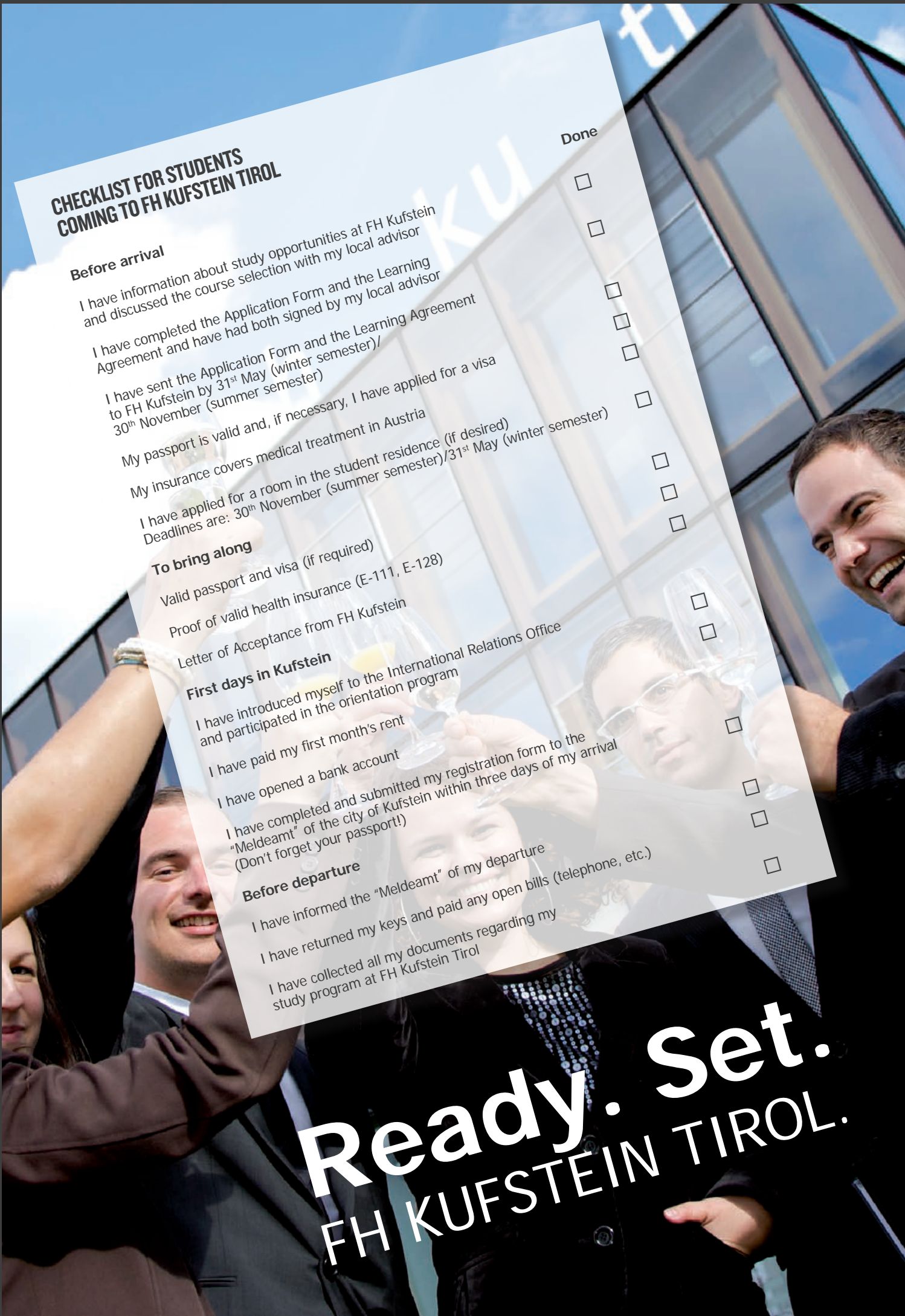
>> Recreation in Tyrol



>> BALANCING MIND & BODY THE KUFSTEIN SUMMER...

The demands placed on the mind by intensive study can be easily balanced by participating in regular recreational activity. For students in Kufstein there is an extensive range of summer-time leisure activities to choose from: water sports on nearby lakes and rivers, running, mountain biking, climbing to outdoor concerts, readings and festivals.





CHECKLIST FOR STUDENTS COMING TO FH KUFSTEIN TIROL

Before arrival

- I have information about study opportunities at FH Kufstein and discussed the course selection with my local advisor ☐
- I have completed the Application Form and the Learning Agreement and have had both signed by my local advisor ☐
- I have sent the Application Form and the Learning Agreement to FH Kufstein by 31st May (winter semester) / 30th November (summer semester) ☐
- My passport is valid and, if necessary, I have applied for a visa ☐
- My insurance covers medical treatment in Austria ☐
- I have applied for a room in the student residence (if desired) ☐
- Deadlines are: 30th November (summer semester) / 31st May (winter semester) ☐

To bring along

- Valid passport and visa (if required) ☐
- Proof of valid health insurance (E-111, E-128) ☐
- Letter of Acceptance from FH Kufstein ☐

First days in Kufstein

- I have introduced myself to the International Relations Office and participated in the orientation program ☐
- I have paid my first month's rent ☐
- I have opened a bank account ☐
- I have completed and submitted my registration form to the "Meldeamt" of the city of Kufstein within three days of my arrival (Don't forget your passport!) ☐

Before departure

- I have informed the "Meldeamt" of my departure ☐
- I have returned my keys and paid any open bills (telephone, etc.) ☐
- I have collected all my documents regarding my study program at FH Kufstein Tirol ☐

Ready. Set. FH KUFSTEIN TIROL.

Kufstein is conveniently situated at one of Europe's most important North-South axes and can therefore easily be reached by car or train (www.oebb.at).



By car:

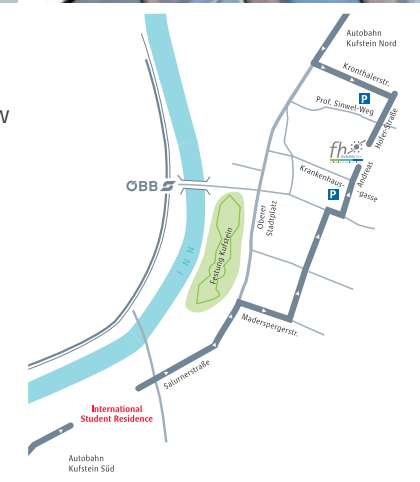
Take the motorway (Autobahn) exit "Kufstein Süd" or "Kufstein Nord" and follow the signs "Zentrum" (city center). Then follow the signs "Fachhochschule Kufstein". Public parking can be found in the vicinity.

By train:

Most trains stop in Kufstein. The FH is only a 10-minute walk from the station.

By plane:

The closest airports are Munich in Germany (approx. 120 km), as well as Innsbruck (approx. 80 km) and Salzburg (approx. 100 km) in Austria.



For any information concerning your stay at the FH Kufstein Tirol please do not hesitate to contact the International Relations Office Team.



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Kufstein

www.fh-kufstein.ac.at/international

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