

APPLICATION DOCUMENTS BACHELOR'S DEGREE PROGRAM

You need to provide the following documents in order to apply:

- Online Application Form** Printed out and **signed**
- Curriculum vitae** In tabular form (we recommend europass)

Please provide **one copy** of each of the following documents (Attention: the documents submitted will **not** be returned):

- Passport** or ID Card
- School leaving certificate:** all pages incl. stamp, signature, and date of issue
- a copy of your latest **annual school report** if you do not have the final certificate yet
- if applicable, certificates according „[Studieren ohne Matura](#)“ (BMS certificate, relevant final apprenticeship examination (“Lehrabschlusszeugnis”), proof of additional examinations)
- If the foreign school leaving certificate has already been officially recognized by another Austrian institution please let us know and send written proof of it, please add transcripts of already taken additional exams “Ergänzungsprüfungen” too.

Please note:

- ▶ Make sure that all applications and documents are **complete**.
- ▶ Do not bind your documents (no stapling, folders).
- ▶ For educational documents issued abroad, please refer to the [translation and authentication regulations](#).

Last CHECK:

- ▶ Are your copied documents **complete and readable**?
- ▶ Please pay attention to the [deadlines](#) and hand in the documents either personally at the Service Point (if possible due to the current Covid-19 situation, please check our website in advance) or send your completed application documents by POST to

FHWien der WKW, Service Point,
Password: BEWERBUNG
Währinger Gürtel 97, 1180 Wien