

This information is for applicants whose home country is not mentioned in the category "EU".

ADMISSION PROCEDURE FOR NON-EU STUDENTS:

Step 1:

You send the ITM application form together with the following documents by post to ITM College, Johann Strauß Straße 2, 2540 Bad Vöslau, Austria, Europe:

- certified copy of birth certificate
- certified copy of the high school diploma
- Curriculum Vitae
- your personal essay in English language (300 - 500 words)
- 2 recent passport photos, copy of your passport.

All documents in English or German translation (certified copies). Please note that all documents that are required for the visa application must be handed in German translation to ITM!

Please note that this ITM standard procedure for admittance must be followed by all applicants. Furthermore, the Admissions Committee only reviews applications which have been filled out completely.

Step 2:

Applications are selected by the Admissions Committee on the basis of:

- Academic background - certificates or diplomas of educational institutions
- Professional background - certificates and letters of reference of past employers
- Personal or telephone interview

You will receive either a letter of acceptance or a refusal letter from ITM.

Step 3:

As soon as you are in receipt of the letter of acceptance you should make the following payment to ITM:

Registration fee	€ 1.400,00
Tuition first year	€ 8.950,00
Books/scripts	€ 580,00
Insurance	€ 680,00
Practical Classes	€ 260,00
Total	€ 11.870,00

Step 4

ITM will send the following documents to the student:

- Contract for the first year of studies in English
- Confirmation of studies in German
- Confirmation of health insurance in German
- Confirmation of accommodation in German

Step 5

Application of the visa "Antrag auf Erteilung einer Aufenthaltsbewilligung für SCHÜLER".

The visa application form is available from ITM (download), from the Austrian Embassy/Consulate, or the ITM ambassador of your home country.

Please note that the embassy only deals with completely filled in applications that include all documents required (original documents plus certified translation in GERMAN language).

The following documents have to be handed in at the Austrian Embassy in your home country. The Embassy will assist you in filling in the visa application form.

- Birth certificate
- Extract of criminal records
- Copy of savings account (at least Euro 5.000,-- per study year)
- the properly completed visa application form
- a copy of passport
- 1 photo

The English language standard must correspond to a Toefl score of 150 - 170 (computer based).

New visa requirements:

Applicants aged under 24 years need Euro 426,56 per month to cover the cost of living. Persons of 24 and older need Euro 772,40 per month to cover the cost of living. The visa will be issued for a duration of 1 calendar year so the total amount of Euro 5.118.72 (426,56 x 12) – under 24 is due upon arrival in Austria.

Students of 24 + must remit the amount of Euro 9.268,80 (Euro 772,40 x 12 months) 1 month prior to the start of the study year (September 1st) either to a personal account in Austria or to the ITM account. ITM will transfer this money to the student´s account as soon as s/he has opened an account in Austria right after his/her arrival.

In case the visa application is turned down ITM will return the full amount minus Euro 300,00 as handling fee. All bank charges have to be covered by the applicant.

Costs

<u>Fee structure first year</u>		<u>Fee structure second year</u>	
Registration fee	€ 1.400,00	Tuition second year	€ 8.950,00
Tuition first year	€ 8.950,00	Books/scripts	€ 480,00
Books/scripts	€ 580,00	Insurance	€ 480,00
Insurance	€ 680,00		
Practical classes	€ 260,00		
Total	€ 11.870,00	Total	€ 9.910,00

Housing and private expenses € 550,-- per month (8 months per study year)