BE THERE: Inspire.Educate.Grow.

Guide to working with Modul University Vienna

For Educational Partners



Get in Touch with MU

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MODUL UNIVERSITY
PRIVATE UNIVERSITY VIENNA

www.modul.ac.at

An Introduction to MU – quick fire facts:

Accreditation

- All programs are accredited by the Agency for Quality Assurance and Accreditation Austria (AQ Austria), recognised across Europe and worldwide, following European Credit Transfer System (ECTS).
- TedQual certified by UN Tourism for our Tourism programs.
- The MSc in International Tourism Management is the only MSc in Austria with the TedQual recognition.
- In addition, MU is also formally recognised by the official Ministries of Education in the
  - → Oman
  - → Saudi Arabia
  - → People's Republic of China
  - → Taiwan



Hanna Oberhauser,
BBA Alumna
MSc in Management

"I gained knowledge across various relevant fields, enjoyed the class sizes, engaged in direct face-to-face discussions with professors, and benefited from a competent and supportive faculty. I joined a student club. I took advantage of MU's tutoring services when courses became difficult, completed an internship at a prestigious international luxury company, and forged lifelong friendships with people from diverse backgrounds. My learning journey gave me the confidence to begin my own events business, while also working in a marketing role."

Fees

- **Foundation Program**: 9000 euros
- **Bachelor Programs**: 9000 euros per semester
- **Master Programs:** 7000-8000 euros per semester.
- **MBA:** 11 000 euros per semester.

Financial Info

Reductions & Grants

Scholarships

Supporting Futures Scholarship

Earn up to **25% off tuition**. No separate app- lication required, available to all students. Rewarding outstanding academic achievement.

Graduate Excellence Scholarship

Earn up to **50% off tuition**. No separate app- lication required, available to all students. Rewarding outstanding academic achievement.

MCC Scholarship

Receive between **50% to 75% off** tuition. A competitive scholarship with an additional application and interview process, available to students from select countries. Rewarding academic and social achievements. Specific application deadlines apply.

MCC Scholarship

Supporting Futures

Graduate Excellence

Programs

Undergraduate Programs

Foundation Program in Business or Technology
1 semester

BBA in Tourism, Hotel Management and Operations
4 years, 240 ECTS

BBA in Tourism and Hospitality Management
3 years, 180 ECTS

BSc in Applied Data Science
3 years, 180 ECTS

BSc in International Management
3 years, 180 ECTS

BA in International Relations and Sustainability
3 years, 180 ECTS

BSc in Human Resource Management
3 years, 180 ECTS

Graduate Programs

Master of Business Administration (MBA)
1.5 years, 90 ECTS

MSc in Management
2 years, 120 ECTS

MSc in International Tourism Management
2 years, 120 ECTS

MSc in Sustainable Development, Management and Policy
2 years, 120 ECTS

MSc in Data Science for Sustainability
2 years, 120 ECTS

PhD in Business and Socioeconomic Sciences
4 years, 240 ects



Program Materials

Undergraduate

Graduate

Important Dates

- **2 x intakes per year:**
  - → Fall (September – January)
  - → Spring (February – June)
- **Graduation** in July.

What makes MU special?



Working with us

Modul University Vienna has a screening process in place for all partners. This typically involves:

- 2 x references
- Short questionnaire
- Review of memberships

We offer you

- Virtual trainings
- In person visits at your agency or at MU
- 121 meetings with applicants
- On campus visits for your team
- On campus visits for prospective students and groups
- MU Hub – Bookmark for all essential MU resources

Accommodation

Accommodation is available through our partners at different price points and locations across the city. Our Housing team helps students to find a suitable option through proactive outreach upon confirmation of their place to study at MU.

Commute

- **Students travel to campus**
  via bus 38A or car, It takes 35-60 minutes depending on location.



Library



Classrooms

Essential MU resources

Admissions requirements



Admissions Process

How to apply:

1. Create account with the applicant's name and email
2. Program selection
3. Inform MU at **agent@modul.ac.at** you started the application including:
    - Applicant's full name
    - Applicant's Email
    - Program choice
4. Upload the required documents
5. Submit application and inform us at **agent@modul.ac.at**



Important!

- Technology is used to detect use of AI in document production (CV, motivation letter).
- English Proficiency Certificate (EPC) verification is also undertaken. Falsified documents = immediate rejection.

Post application submission:

1. Receive the initial decision from admissions. If successful, eligible applicants receive an invitation to book their admission interview.
2. Online **interview** with the admissions coordinator
3. Application **Review** by Admissions & the Dean
4. Decision on admissions communicated within 1-2 weeks
5. Applicant to **sign study contract & payment choice** and return it within 2 weeks to accept the offer.
6. Place confirmed as soon as payment for minimum 1 semester is received. **Visa process** can then start if applicable.
7. For conditional acceptance, send the **required documents** as soon as available. This typically applies to applicants still undertaking studies.
8. The student must bring all **original documents to Orientation** for verification.

Important!

- **EPC:** It can be waived if the applicant studies in English in an internationally accredited School. Medium of Instruction Letter can be accepted for graduate programs.
- **Program selection:** At Undergraduate level, select the desired Bachelor's degree, even if the applicant will require the Foundation Program. Our admissions team will confirm it and amend their application accordingly.
- **Refund policy:** Students can withdraw up to 30 days before orientation week, and be refunded their tuition fee payment minus €1,500, which is retained by MU.

Timeline

Once students start or resume their studies, we will inform you of the professional fee total for that semester and request an invoice from you 4 weeks after the semester starts. The amount due will be remitted within the following 8 weeks.

Important!

- Minimum professional service fee: €1500.
- If the applicant receives a scholarship, the professional service fee is adjusted accordingly, but not to below €1500 in total.
- Once a student is enrolled, MU cannot share information with third parties without the student's consent. Students must communicate with the Academic Office via their MU email account if they wish to grant their consent.



Application Deadlines

Fall Application Deadlines

(start September)

I am an EU / EEA citizen or resident

Round 1: **15th March**
Round 2: **1st July**
Final Deadline: **15th August**

I have 90 days visa free entry to Austria

Round 1: **15th March**
Final Deadline: **1st July**

I need a visa to study in Austria and reside outside of the EU

Round 1: **15th March**
Final Deadline: **1st April**

Spring Application Deadlines

(start February)

I am an EU / EEA citizen or resident

Round 1: **1st July**
Round 2: **1st December**
Final Deadline: **15th January**

I have 90 days visa free entry to Austria

Round 1: **1st July**
Final Deadline: **1st December**

I need a visa to study in Austria and reside outside of the EU

Round 1: **1st July**
Final Deadline: **1st September**

Visa process

MU Support

- Embassy Appointments
- Documents Check & Visa Tracking
- MU provides a list of certified translators
- MU provides guidance for choosing Housing

Visa Application Process:

- Legalised Documents (Varies by country: apostille or double legalisation):
  - → Birth Certificate
  - → Criminal record certificate
  - → Highest academic degree
- Financial Proof – no blocked account needed!
- Funds must cover 12 months of living costs in advance
  - → Under 24 years: recommended min. €12.000/year
  - → 24+ years: recommended min. €17.000/year
- Funds must be in a (foreign) savings book or (foreign) bank account bearing the applicant's name and be accessible from Austria.
- Alternative options include: Declaration of guarantee ("Haftungserklärung") from an EU resident; Purchase of traveller's cheques; Confirmation of a scholarship award.
- Additional Requirements:
  - → Payment confirmation & MU admission letter
  - → Housing confirmation (deposit & first month's rent)
  - → Health insurance (€60–80/month)

Pro Tips

- Apply in home country
- Costs: Approx. €300-400
  - → Application fee: €160
  - → Legalisation costs: €15-20 per doc
  - → Residence permit: €60-80

Processing time: 6 – 9 months

- **1-3 months:** Document preparation
- **4-6 months:** Submit application & wait for approval
- **14 Days:** Apply for Visa D* & collect residence permit in Vienna

*Only students who do not have 90-day visa-free entry to Austria must apply for Visa D

Guardianship

- Applicants under 18: Need a legal guardian based in Austria. MU can act as this guardian in the event that the applicant will turn 18 before starting studies. If not, a guardian has to be living in Austria (either a citizen or a long term residence permit).
- The guardian must accompany the student to pick up their residence card if they are their legal guardian.

Benefits of the Student Residence Permit & Requirements for staying in Austria:

- 20 hours work per week, with a work permit
- 1 year stay-back
- Can bring a spouse and/or dependents, subject to providing necessary documentation. The guardian must accompany the student to pick up their residence card if they are their legal guardian.

Why Vienna

#4	**Safest Country in the world** (Global Peace Index 2025)
#2	**Best City in the world for Quality of Living** (Mercer 2025)
10th	**Best Student City in the world** (QS Best Student Cities 2026)

Estimated costs

- **Estimated living costs:** 900-16000 euros per month
- **Estimated living costs vary based on accommodation:** between 360-1000 euros per month
- **Health insurance:** 70-100 euros per month
- **Public transportation:** 300-470 euros per year





Enrolment Steps

Recruitment Team

Your main contact point, including for professional service fees: agent@modul.ac.at

Accounting Team

Issue students' invoices and confirm payment receipt: accounting@modul.ac.at

Visa Team (if applicable)

Support students through the application: visa@modul.ac.at

Student Support Services

Send information ahead of orientation week and studies starting: ssc@modul.ac.at

Academic Office

Once students are enrolled, their main contact for academic topics: academicoffice@modul.ac.at

Resources:

MU Agents Hub

We invite you to save the MU Agents Hub to easily access training resources and promotional materials.

Data accurate as of September 2025