

Note: Please know that the information provided by Modul University is not legal advice. The Austrian immigration authorities are solely deciding on the results of the application process.

Step 1:

Check if you are permitted to enter Austria without a visa or check your visa-free period.

Non-EU / non-EEA Citizens: Check [this list](#) from the OeAD to determine if you can legally enter Austria without a visa. If your country of citizenship is not on the list, you can only submit a student residence permit application in your home country.

Recommended: Apply for an Austrian student residence permit in your home country if you are a [third-country national with visa-free entry](#). Any delay in the application process in Austria may force you to leave the country at the end of your visa-free stay.

Citizens of the European Union (EU) or European Economic Area (EEA): You do not need a student residence permit but must still apply for a [Confirmation of Registration](#) or “Anmeldebescheinigung” within four (4) months of their arrival in Austria. Please visit this [Vienna city government webpage](#) for details.

Important: Please find out how many days are left in your visa-free stay or on your Schengen short-stay visa. If you overstay, you may find it hard to receive a visa or residence permit in the future. Use this [online calculator](#) to find out more.

Step 2:

Make an appointment and apply in person at your Austrian embassy or the MA 35 Office.

Austrian embassies: Find contact information for each country or region on [this webpage](#).

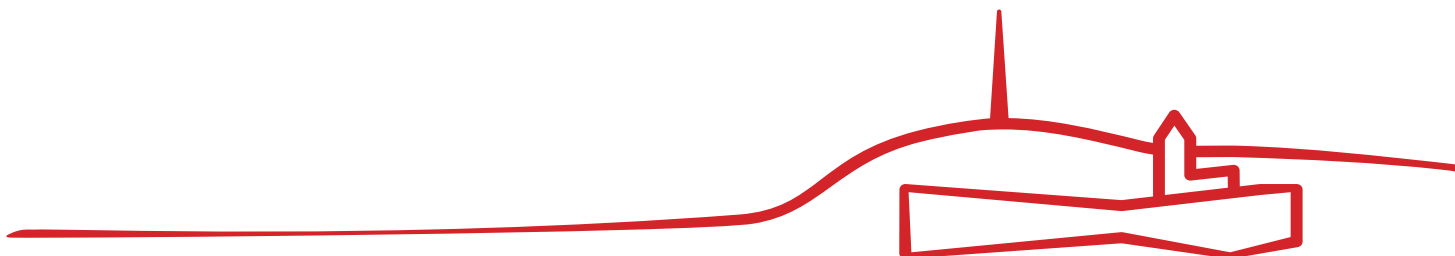
MA 35 central office in Vienna: If you wish to apply at the at the immigration office in Vienna, please see the address and office hours on this webpage: [Magistratsabteilung \(MA\) 35 Wien](#)

Step 3:

Prepare the following documents required for the Austrian residence permit application.

Please always check this [government webpage](#) for the most up-to-date information.

1. [Application for a residence permit](#) in German
2. Valid travel document (e. g. passport): It should be valid for another one and a half years upon application.
3. Current [biometric passport photo](#): The photo can be no more than six months old when the residence permit is granted.
4. *Birth certificate or other equivalent document - with [Apostille](#) or diplomatic certification
5. Legal proof of adequate accommodation: e.g. proof of ownership, lease or rental agreement
6. Document showing the monthly rent and/or running costs of the accommodation
7. Proof of health insurance valid in Austria and covering all risks: If you do not have an address in Vienna, it may be difficult to get



this from the public system ([student self-insurance from the ÖGK](#)); an alternative private insurance provider recognized by the MA35 immigration authorities is [FeelSafe](#).

8. Proof of sufficient means of subsistence in Austria: This can include scholarship, bank deposits, bank account statements, proof of regular payments made to a bank account accessible from Austria. Prescribed minimum amounts (excluding the cost of apartment / dormitory and tuition fees) to be proven for persons under 24 years of age is a monthly income of EUR 515.30; and for persons over 24 years of age is a monthly income of at least EUR 933.06 (bank accounts must show the total sum for 12 months).

9. Proof of source of funds: This can include certificate of employment with salary information, pay slips, loan confirmation from a bank, financial aid or scholarship confirmation.

10. For [first-time applications](#), in addition to the above, please submit:

10.1 *Police clearance certificate (“Auszug aus dem Strafregister”): no more than three months old – with [Apostille](#) or diplomatic authentication from your country of origin

10.2 Notice of admission by the university or other institution of higher education (“Aufnahmebestätigung” or “Zulassungsbescheid”) – this is the acceptance letter from the admissions officer

11. For extensions or renewals:

11.1 Proof of academic success (“Studienerfolgsnachweis”) during the previous academic year

11.2 Current extract from the files of an officially recognized credit reference agency (e.g.

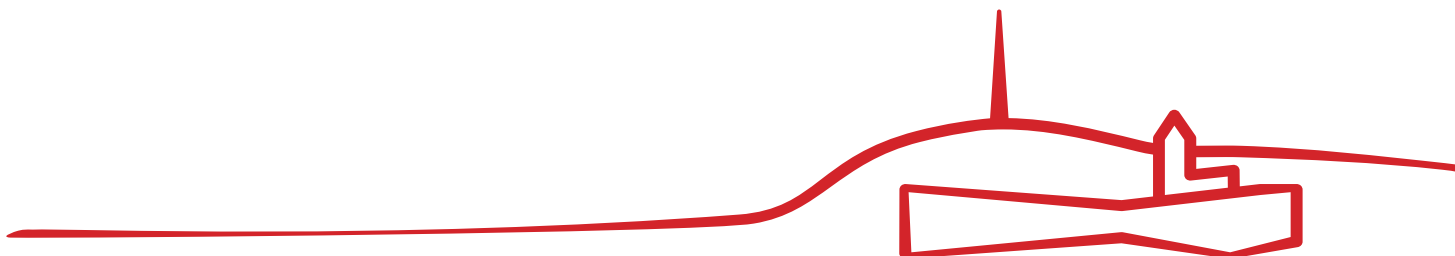
Kreditschutzverband - KSV 1870 Information GmbH [[website in German](#)])

12. Only if applicable: Declaration of Liability (“Haftungserklärung”) accompanied by an income statement and statement of monthly expenditures of the person vouching for the applicant

13. *Only if applicable:* *Marriage certificate; *Civil partnership certificate; *Divorce certificate; *Certificate of dissolution of a civil partnership; *Adoption certificate; and *Documents proving family relationships

** These documents must be certified by diplomatic certification or [Apostille](#). In some cases, additional documents may be required.*

*** Documents issued in a language other than German must be filed together with a certified German translation (by a certified court translator).*



Forms

- Online: [Aufenthaltsbewilligung - Antrag](#)
(German)
- Online: [Wohnrechtsvereinbarung](#)
(German)
- Declaration of liability ([Haftungserklärung](#)): application forms from the Austrian Federal Ministry of the Interior (BMI) (German)

Fees

Basic fee: EUR 120,-

Further costs arise for civil status documents issued abroad. Depending on the type of document, this fee may be EUR 3,90, EUR 7,20 or EUR 14,30.

You will receive the residence permit after payment of the fee. You may pay these fees in cash or electronically by credit or cash card (German).

For any questions regarding payment, please contact the competent accounting department ([Buchhaltungsabteilung 40](#) - in German only) of Municipal Department 6.

