

Regulations for Re-admission to MODUL University, Changing Study Programs at MODUL University, or Credit Transfers

§1 Readmission to MODUL University Vienna

When an individual Study Contract has been terminated due to breach of MODUL University Rules and Regulations, a student is eligible to apply for readmission in either the original or a different program of studies under the following conditions:

1. When a study contract has been terminated on academic grounds (i.e. by recommendation of the Semester Conference/Dean or when a student has achieved less than 16 ECTS within twelve months), the student must wait a minimum of twelve months after the date of termination before he or she may be readmitted. When a student has failed one or more courses multiple times, the student first must pass the original course(s) in question before being allowed to continue with the program of study. As some courses are not offered by MODUL University Vienna each semester, the actual waiting period might be more than twelve months. In addition to the application documents outlined in §2, the student is required to present both evidence and documentation that the reasons for his or her poor academic performance have been meliorated.
2. When a study contract has been terminated because of either failure to hand in original documents for admission or failure to comply with the financial obligations of the Study Contract, the student must wait a minimum of six months after the date of termination before he or she may be readmitted.
3. When a study contract has been terminated because of serious disciplinary misconduct (e.g. violation of the University's Rules and Regulations regarding plagiarism), the student must wait a minimum of 24 months following the date of termination before he or she may be readmitted.
4. When a Study Contract has been terminated by an individual student because of personal or medical reasons, the student may apply for readmission at any time.

5. The official twelve month termination of study waiting period is valid immediately following the completion of the semester during which the student's Study Contract was violated.
6. Applications for readmission must be submitted to the Admissions Office at least two months prior to the subsequent semester's start date.

The University may grant an individual student readmission to MODUL University Vienna only once.

§2 Changing Study Programs

Upon request, current MODUL University Vienna undergraduate students may change study programs under the following circumstances:

1. Students must submit a Change of Program Form. The change of study program request is subject to the decision of the dean.
2. Students must agree to any Academic Regulations for Changing Study Programs that are currently in place.
3. Additional fees may apply.
4. Students will receive a new study contract, a supplementary letter that includes information about any financial obligations, a copy of the most recent transcript, and an overview listing equivalent courses (in case of a curriculum change).

§3 Credit Transfers

Credit transfers are made available in the following situations: a) credit transfer due to readmission to a study program, b) credit transfer due to study program change, c) credit transfer for credits obtained at a previous/other educational institution.

1. Previous MODUL University Vienna course credits of the *same* study program and the *same* curriculum will be automatically transferred after readmission
2. All previous MODUL University Vienna course credits a) of the same study program and a *different* curriculum, b) of a different study program and a different curriculum may be

transferred after readmission or when changing the study program. The course equivalency overview in the current Academic Regulations for Changing Study Programs explains which courses qualify as equivalent courses and may be transferred. Additional fees may apply to all credits obtained which are non-transferable.

3. Students who earn course credits at another educational institution must complete a Credit Transfer Application Form and provide official copies of the respective transcripts either during the application process or – in the event that the course occurs following admission – immediately following the completion of the course. A reduction in tuition fee of 150 EUR per ECTS is only applicable to credit transfers processed before commencement of studies at MODUL University Vienna.

University Board, 11 March 2014

Updated: 25 August 2015

Updated: 22 March 2016