

Checklist for international degree seeking students

Congratulations on your letter of admission to TU Graz. The International Office – Welcome Center provides a checklist on multiple steps for a successful start at Graz University of Technology (TU Graz):

Prior to arrival

- Find out whether you need an [entry visa or residence permit](#) for your stay in Austria in due time (*Please note: The admission letter for your study programme is needed to apply!*).
The International Office – Welcome Center is glad to assist you with the application process (Mandellstraße 15, 8010 Graz or via welcomecenter@tugraz.at).
- Search for accommodation in Graz ([list of accommodation](#)). Student residences are available throughout the city and provide a smooth start for new students.

During your stay

- Sign your rental contract/agreement.
- Complete your study registration at the Registrar's Office (Rechbauerstraße 12, 8010 Graz) in person and receive your TU Graz Card.
- Visit the International Office - Welcome Center of TU Graz (Mandellstraße 15, 8010 Graz) for a first orientation.
- Anybody living in Austria is required to register within three days of his or her arrival. The registration at the Service Center of the City of Graz (Schmiedgasse 26, 8010 Graz) is compulsory. (Also referred to as *Meldezettel*)
- For non-EU, EEA or Swiss nationals living in Graz the local Styrian Government (Paulustorgasse 4, 8010 Graz) is the responsible authority for the application of the residence permit as well as picking up the residence permit card.
Please note that the residence permit card for students is only issued for one year. Therefore, you will need to extend your residence permit card prior to its expiry date.
- For EU, EEA or Swiss national are required to complete a specific registration certificate (*Anmeldebescheinigung*).
- Attend the International Welcome Days at the end of September for a successful start into the new academic year. Students who have arrived after this date are welcome to join these introduction days the year after.

If required

- Open a bank account in Austria.
- Take out a health insurance for students at the [Steiermärkische Gebietskrankenkasse](#) (STGKK). Attention: Please check the prerequisites for a health insurance for students

and if you are eligible to apply for it on the webpage first. Alternative: Specific private health insurances, which provide full coverage!

- Sign a mobile phone contract with an Austrian provider.
- Register your TV or radio set at the [GIS \(Gebuehren Info Service\)](#).
- Take out a household insurance.
- Some important service facilities are available at TU Graz e.g.:
 - [University Library](#)
 - [CopyShop of HTU Graz](#) or the [Print and Copy Center](#) of TU Graz

Feel free to contact the [International Office - Welcome Center of TU Graz](#) for any help!

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Please note that this checklist is only for orientation and guidance purposes. No warranty can be given in respect of the accuracy, reliability or completeness of this information.