WORK FLOW
Prospective Third-Country Students

**Target group:** students for Bachelor’s, Master’s and doctoral degree programmes (not exchange students)

*Note:* for doctoral students with a contract of employment at TU Graz, see [https://tu4u.tugraz.at/go/workflow-third-country-doctoral-students](https://tu4u.tugraz.at/go/workflow-third-country-doctoral-students)

**Information**
- The applicant informs him- or herself about the range of courses offered at TU Graz and the respective admission regulations for foreign applicants.

**Advice for students**
- The TU Graz Students’ Union (HTU) offers advice for students on all the degree programmes at TU Graz in person or via e-mail (studberatung@htu.tugraz.at).

**Admission procedure**
- For some degree programmes students have to go through an admission procedure. You can find further information on the admission procedure on the webpage of TU Graz [here](https://tu4u.tugraz.at/go/workflow-third-country-doctoral-students).

**Admission**
- The applicant submits the application documents for admission (by post or in person) within the deadline to the Registration Office.
- After the application was processed the applicant receives the admission letter by mail only. The decision in the admission letter can be negative, positive or positive with restrictions.

**University Preparation Programme**
- If the new student has to take supplementary examinations (positive admission letter with restrictions), s/he registers in advance for the University Preparation Programme presenting the admission letter).

**Completing the admission**
- For applicants with a positive admission letter (without restrictions): Upon the arrival in Austria, the admission procedure is completed in the Registration Office: The student comes to the Registration Office with an ID and recieves a pay slip for the tuition fee and the student union fee.
- For applicants with a positive admission letter with restrictions: The student can complete the admission procedure at the Registration Office, where s/he must present their registration for the University Preparation Programme and the receipt for payment of the course fee.
International Relations and Mobility Programmes
WELCOME CENTER

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Advice for students
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Welcome Center
Welcome Center Information Folder
Immigration and residence regulations
University Preparation Programme

If you have any questions, contact the TU Graz Welcome Center:
welcomecenter@tugraz.at