

**BOKU, the University of Natural Resources and Life Sciences, Vienna (A WIEN03).** We are looking forward to receiving your students for the **study year 2015/16.**

Our university is using an **online system (Mobility-Online)** for the application procedure.

**Only students who have completed this online application will be accepted.** (Printed application forms sent by post will NOT be accepted.)

**Only students who have been nominated in advance will be able to complete the online application!**

The Admission Procedure for international exchange students coming to BOKU Vienna (A WIEN03) includes **two mandatory phases:**

1. The Home University **nominates** the students to BOKU and sends them the link to the online application
2. The student submits the **application** at the online system of BOKU.

#### **ad 1. Nomination:**

**Please send the name, first name and e-mail address of the students that you nominate and the semester by e-mail to [erasmustoboku@boku.ac.at](mailto:erasmustoboku@boku.ac.at).**

The students will find the link to the online application at <http://www.boku.ac.at/int-in-e-howtoapply.html?&L=1>

**Please send this link to your students after you have nominated them!**

Please be aware that students will need some time to complete the application. **Therefore we recommend that you nominate the students for winter semester as soon as possible and not later than May 31st.** (Nomination for summer semester: October 31)

If your students need a visa/residence permit for their stay, please nominate them even earlier.

#### **Please be aware of BOKU's application requirements:**

- Students who do not have a bachelor diploma (certificate has to be shown at latest before the start of the semester at BOKU), have to enrol in a bachelor programme.  
In case students without bachelor diploma already have received more than 180 ECTS, they are allowed to take up to 30 ECTS of master courses (1 semester) but still have to enrol in a bachelor programme.
- Students who hold a bachelor degree (certificate!), should enrol in a master programme.
- Students who hold a diploma degree or master degree, can also enrol in a PhD programme.

#### **Language ability**

- Students who have received less than 180 ECTS so far, have to prove German language skills at level B2 of the Common European Framework of languages.
- Students who have received more than 180 ECTS so far, have to prove either German OR English language skills at level B2 of the Common European Framework of languages.

#### **ad 2. Application:**

- **The application is ONLY possible through the online system Mobility-Online.**
- **The deadline for the application for winter semester 2015/16 is June 30th.**
- **ALL documents have to be uploaded in the online system by this deadline.**

If your students need a visa/residence permit for their stay, their application should be completed by May 31st.

The nominated students will receive an e-mail with the necessary information in order to submit their application (the e-mail will be sent cc to you).

Please find further information on the documents needed at: <http://www.boku.ac.at/int-in-e-howtoapply.html?&L=1>

The following information will help you and your students to prepare the applications:

BOKU contact data sheet 2015/16 - see attachment  
[Academic Calendar 2015/16](#)

Our course database BOKUonline is fully available in English:  
["BOKUonline- How to find courses"](#)

Information on planning the studies at BOKU and planning the life in Vienna are available at:  
<http://www.boku.ac.at/int-in-e.html?&L=1>

The information can also be downloaded as pdf - Welcome Guide.

For questions on outgoing students from BOKU, for staff mobility and for the administration of the ERASMUS-programme (bilateral agreements, reports, etc.) please contact my colleague Agnes Liebl:  
[erasmusfromboku@boku.ac.at](mailto:erasmusfromboku@boku.ac.at).