

## APPLICATION

### Application Requirements

Applications for admission to the winter school are reviewed from November to December. Students are advised to apply as early as possible. **The application deadline for the univie: winter school for cultural-historical studies 2020 is November 30, 2019.** Applications must have reached the office of the Sommerhochschule by this date.

Applicants must have completed **two years of studies at college or university level** in their countries of residence or have an educational background equivalent to **one year at a European university** before the beginning of the program.

Applicants must be in attendance for the whole period of the Winter School, be able to take part in the number of required courses, have an adequate command of the English language and be in good health.

### Application Material

Applicants have to submit the following application material:

**1. Application form:** Applicants must complete the [application form](#) available at the section downloads. The form has to be printed out and filled out.

**2. Statement of Purpose (Letter of Motivation):** Applicants have to submit a written statement of motivation (1-2 pages).

**3. Transcript of Record:** The application must include an official, certified transcript showing courses and grades from the university the applicant is currently attending. Applicants who have already completed their studies should submit a copy of their diploma. All transcripts and diplomas must include an explanation of the grading system used.

**4. Official proof of proficiency level in English:** Applicants whose native language is not English must submit proof of their proficient command of English.

TOEFL, IELTS, or ESOL Test Score Reports are preferred. Diplomas or test score reports from other official institutions stating the English level, will be accepted if the results are comparable to the levels of the CEFR (*Common European Framework of Reference for Languages*).

For participation in the univie: winter school an English level comparable to C1 (within the CEFR) is **recommended**. Applicants with a high B2 level (within the CEFR) can also be **accepted**.

For Students who have studied for at least one year at a university where the language of instruction is English, proof of this fact will be sufficient.

Students who studied to become an English teacher, translator, or interpreter for at least one year, can provide us with proof of their field of study and courses they took, as proof of their English knowledge.

**5. Two passport-size photos** taken within the past year. (It is advisable to write the applicant's full name on the back of both pictures.)

**6. Deposit:** A deposit of € 300 has to be submitted together with the application documents. The deposit should be transferred to the following bank account:

Innovationszentrum Universität Wien GmbH – Sommerhochschule

Bank: UniCredit Bank Austria AG

Bank address: Schottengasse 6, 1010 Vienna, Austria

Account number: 00282240100

Bank code: 11000

BIC: BKAUATWW

IBAN: AT57 1100 0002 8224 0100

Please note that applications will not be reviewed until all required materials have been received. **Incomplete applications will not be accepted.**

Application material can be send via email or via regular mail.

Emailed applications have to be send to: [sommerhochschule@univie.ac.at](mailto:sommerhochschule@univie.ac.at)

Posted applications have to be send to:

Innovationszentrum Universität Wien GmbH –

Sommerhochschule

Campus of the University of Vienna

Alser Strasse 4/Hof 1/Tuer 1.16

1090 Vienna, Austria