



Medizinische Universität Graz

**Information on the
diploma programs for human medicine and dentistry
Admission requirements for foreign students**

<http://www.medunigraz.at/studieren/>

Admission Restrictions

Diploma Program for human medicine and dentistry:

Anyone who wishes to apply for admission to the Medical University of Graz for the diploma program for human medicine (O 202) or the diploma program for dentistry (O 203) must participate in the selection process. For more detailed information, see

Diploma program for Human Medicine: <http://www.medunigraz.at/themen-studieren/aufnahmeverfahren/>

Diploma program for Dental Medicine: <http://www.medunigraz.at/aufnahmeverfahren-zahnmedizin/>

The selection process takes place before admission to each academic year or degree program.

The available study spaces for the diploma programs human medicine and dentistry are awarded through the selection process according to the “quota system” <http://www.medunigraz.at/themen-studieren/aufnahmeverfahren/> .

The admission requirements are dependent, among other things, on this classification.

Please consider that the whole diploma programs are offered only in German!

Application Deadlines

A completed application (with all the necessary documents) should be received by the Medical University of Graz, Department of Admission and Study Affairs, Harrachgasse 21/2, 8010 Graz, Austria, by no later than **September 5th** (for the winter semester) or **February 5th** (for the summer semester) (§ 61 University Act) in order to enable a processing in time.

We recommend to submit your application as soon as possible, as the processing period requires a certain amount of time.

Processing of the Application

Your application will be reviewed in the order in which it was received. If your application documents are incorrect or incomplete, you will be asked in writing to provide any incomplete or missing documents within a specified period of time. (Information regarding the applications will only be given to the applicant and the specified contact person!)

You will receive written “notice” once your application has been reviewed.

Should you be accepted, you will be entitled **under the currently valid regulations (entrance test)** to register for the diploma program at the Medical University of Graz or as extraordinary student to the preparatory course at the University Preparation Program of the Graz Universities specified in the “notice”.

As a continuing student, please note that this is not related in any way to a semester evaluation (see the section **Recognition of Examinations** below).

Diploma Program for human medicine and dentistry:

It is not necessary to present the above-mentioned written “notice” in order to participate in the entrance test. You are responsible for registering for the entrance test (<http://www.medunigraz.at/themen-studieren/aufnahmeverfahren/> / <http://www.medunigraz.at/aufnahmeverfahren-zahnmedizin/>) by yourself, which is not related in any way to the application for the evaluation of the admission requirements (general and special university entrance qualification).

Preparatory Course at the University Preparation Program of the Graz Universities:

The “notice” will enable you to register for the preparatory course for passing required additional exams during the registration period specified in the “notice”.

The registration at Medical University of Graz itself must be done in person!

Knowledge of the German Language

Registration for an ordinary study program at Medical University of Graz affords German knowledge at level C1. Applicants that do not have a sufficient command of the German language must complete a supplementary examination as proof of their knowledge of the German language before beginning the regular diploma program (§ 63 Universities Act 2002).

There is the possibility to train the German language at the university preparatory course of the Graz Universities.

University Preparation Programme / Vorstudienlehrgang der Grazer Universitäten

The University Preparation Program of the Graz Universities offers international students a preparation for the supplementary examinations in German and other subjects.

A possibly attendance requires the registration as extraordinary student of the Medical University of Graz.

- The participation in the various preparation courses of the University Preparation Program is principally only possible with a valid “notice”.
- Admission as extraordinary student is possible by presenting a valid “notice”.

Application for the university preparation program has to be done in time at Medical University of Graz.

Further information concerning application can be found under:

<http://www.medunigraz.at/en/humanmedizin/zulassung/auslaendische-vorbildung/>

Contact University preparation program:

Neubaugasse 10, 8020 Graz

Tel.: +43(0)316 83 14 96

Fax: +43(0)316 950 111

office@vguh.at

<https://oead.at/de/nach-oesterreich/vorstudienlehrgaenge/vorstudienlehrgang-graz/>

Tel : +43(0)316 83 14 96

Fax : +43(0)316 83 14 96 11

Persons with a different mother tongue than German who do not attend the university preparation program, must prove their German knowledge by an actual (not older than three years) certification.

The following certificates will be accepted :

- School leaving examination from a German speaking country or from an Austrian or German grammar school abroad (ATTENTION : The school leaving exam must be done in German, the mere subject German is not sufficient)
- Complete graduation of the upper classes at a German speaking grammar school
- ÖSD Diploma C1
- Goethe Institute – C1
- German language examination for university admittance level 2 (DSH-2)
- TestDaF – at least 4 times level TDN 4

Other certifications must be checked timely beforehand if they reach the necessary requirements.

In your own interest admission to an ordinary study program can only be accepted if the required German knowledge is fulfilled. We ask for your understanding that no exceptions can be made.

Study programs in English working language :

For study programs which are held only in English (i.e. PhD-study program, doctoral program of medical science, doctoral program for nursing science) no German knowledge must be proved.

Students who are enrolled at a foreign university and do an international mobility program (for example Erasmus) do not have to prove a general language level but must have enough knowledge of the German language in order to follow the chosen parts of the curriculum.

Student Fees:

For information on the tuition fee regulation, please see <http://www.medunigraz.at/themen-studieren/service-und-information/studienbeitrag/>

Recognition of Examinations

You may only apply to have examinations from another university recognized once you have been **admitted to and registered for** the degree program at the Medical University of Graz! You will find information about application under <http://www.medunigraz.at/themen-studieren/humanmedizin/anerkennungen/> .

Please note that the provisions for legalization and translation are to be observed for all documents submitted for recognition.

Information Centers:

Austrian Agency for International Cooperation in Education and Research (OeAD)

Office Graz: Steyrergasse 5, 8010 Graz, Austria

Tel.: (0316) 318781 12, Fax: (0316) 318781 15, graz@oead.at

www.oead.at

The OeAD is the first contact point and information source for international applicants. International applicants are provided with information on study opportunities, requirements for the degree program, scholarships and entry and residence regulations.

Student Union at the Medical University of Graz

Stiftingtalstraße 24 (EG), 8010 Graz, Austria

Tel.: (0316) 385-73080, Fax: (0316) 385-73089

oeh-sekretariat@medunigraz.at

www.oehmedgraz.at

Documents for the Application

- ⇒ **Form “Application for Admission to the Degree Program”**
Please fill out the form “Application for Admission to the Degree Program” carefully and completely. Please indicate the exact field of study you wish to apply for and ensure all the necessary documents to prove your fulfillment of the admission requirements are included.
- ⇒ Curriculum Vitae
Please include a CV in table form that outlines your entire education until now.
- ⇒ copy of your passport

Requirements for Admission to Regular Degree Programs

Upper Secondary School Leaving Certificate (proof of general university entrance qualification)

Upper Secondary School Leaving Certificate

The proof of general university entrance qualification is usually provided by the **upper secondary school leaving certificate**. In the case that your upper secondary school leaving certificate is not in compliance with the Austrian requirements and you are unable to provide proof of any other relevant university education, you must first successfully complete **supplementary examinations** at the University Preparation Program of the Graz Universities (Vorstudienlehrgang der Grazer Universitäten) before being admitted as a regular student. At the moment, if your upper secondary school leaving certificate is not equal, you have to complete the supplementary examinations of Physics, Chemistry, Biology and Maths or Latin for the graduate programs Human Medicine and Dentistry.

Groups of Persons of Equal Status

The upper secondary school leaving certificates of applicants of equal status are considered in any case as equivalent to those issued in Austria in accordance with § 65 Section 4 Universities Act 2002 as amended. The proof of university entrance qualification and the application deadlines therefore do not apply. However, you must fulfill the special Austrian admission requirements (UBVO 1998): for specific degree programs you must complete supplementary examinations in addition to the upper secondary school leaving examination before admission as a regular student if sufficient proof of certain subjects can not be provided.

Degree Programs Human Medicine and Dental Medicine:

Supplementary Examination: Biology and Environmental Science

The supplementary examination for Biology and Environmental Science must be successfully completed before admission to the degree program for Human Medicine or Dentistry.

Supplementary Examination: Latin

For graduates of an upper secondary school without Latin as a compulsory subject, a supplementary examination in Latin must be successfully completed before finishing the first stage of the graduate degree program Human Medicine or Dental Medicine and can be substituted by a supplementary examination at the university.

If the supplementary examination is not completed within the specified time period, the first stage of study can not be completed.

The supplementary examination is not required if a Latin course of at least 10 week hours was successfully completed at an upper secondary school.

The proof of equal status must be submitted at the same time as the application for admission to the degree program.

Persons of Equal Status - Group of Persons Act (Austrian Federal Law Gazette II Nr. 340/2013)

If you want to get further information concerning persons of equal status please use this Link:

<https://www.ris.bka.gv.at/GeltendeFassung.wxe?Abfrage=Bundesnormen&Gesetzesnummer=20008636>

Applicants of equal status are persons who meet at least one of the criteria mentioned in the Group of Persons Act.

University Entrance Qualification (Proof of the Special University Entrance Qualification)

Beginning Students

As a beginning student you must prove the direct and current admission to the field of study for which you are applying at the Medical University of Graz in the country where your upper secondary school leaving certificate was issued. For foreign schools, the country of issue shall be considered the country in accordance with which legal regulations the upper secondary school leaving examination was completed.

You must fulfill all the requirements for university admission in the country of issue in addition to the upper secondary school leaving certificate.

The university entrance qualification must be issued for the semester in which you are applying.

Continuing Students

If you started your university studies in a country other than the country where the upper secondary school leaving certificate was issued, then the section Beginning Students also applies to you (see above).

As a continuing student you must present the following documents:

- Official confirmation that you may **continue your studies without restriction** at an recognized university in the country where your upper secondary school leaving certificate was issued.
- Current enrollment certificate
- Transcripts of your entire **university performance** including detailed information about all examinations that were not completed successfully and the possibilities for repeating said examinations (according to the examination regulations).

The information must be officially confirmed by the competent authorities (usually the examination office and the university); the name and function of the issuing authority must be clearly legible. If necessary, we may also ask for your examination register (e.g. index book).

Should you have already completed an academic degree such as a Bachelor's, Licence, Lisans etc., proof of entrance qualification for the next higher level of study must be given.

Translation and Legalization of Documents

Translation of Documents

Documents in foreign languages are always to be accompanied by German translations.

Principally, the original document should already have all the necessary legalization stamps so that these can also be translated with the documents. The translation must be securely attached to the original certificate or a legalized copy thereof.

- If the translation was provided by an officially registered, court-appointed translator in Austria, no additional legalization is required.
- Translations in foreign countries should also be done by a sworn and officially accredited translator in the respective country and it **must** be legalized in the country where the translation was provided (apostille or full diplomatic legalization) or certified by a court-appointed interpreter in Austria.

Legalizations

The legalization of a document serves to certify the authenticity of the attached seals and signatures. Therefore, documents must be legalized even if they are presented in the original. The only exceptions are documents from countries with which Austria has concluded a convention for abolishing the requirement for legalization for foreign public documents.

Applicants with documents from the People's Republic of China must have them additionally legalized by the Austrian Academic Evaluation Centre (APS) in Beijing. For more information, please visit the

Academic Examination Evaluation Centre website under: <https://www.aps.org.cn/web/internationale-kooperationen/osterreich>

Types of Legalizations

Exemption from any Legalization

Documents from those countries with which Austria has concluded a bilateral convention abolishing the requirement for legalization for foreign public documents are exempt from any legalization if they are submitted in **original (with official seal or official stamp)**:

Legalization in the Form of an Apostille

For documents from countries party to the convention abolishing the requirement for legalization for foreign public documents (Hague Legalization Convention), the legalization in the form of an apostille issued by the respective national authorities is sufficient. The signatory countries are:

Notice is made in this context that legalizations in the form of an apostille are only possible from the respective Ministry of Foreign Affairs or any other competent authorities in the respective country, and not from the representative authority of the country in Austria (Embassy). The authorities entitled to provide legalization in the form of an apostille in the respective countries are explicitly stated in the ratification documents at the Hague (see http://www.hcch.net/index_en.php?act=conventions.text&cid=41).

According to Article 4 of the Hague Convention, the apostille is to be affixed to the original document.

Full Diplomatic Legalization

The full diplomatic legalization is necessary for documents from all those countries with which there is no bilateral convention abolishing the requirement for legalization for foreign public documents and are not signatory countries of the Hague Legalization Convention.

For this type of legalization, after the documents have gone through the national legalization process in the respective country (the final step of which must in any case be the Ministry of Foreign Affairs of the respective country), they must still additionally be re-certified (legalized) by an Austrian authority. This legalization may be performed by the Austrian representative authority in the respective country.

Outline of the Legalization Process:

- 1. ISSUING AUTHORITY** (e.g. school, university, etc.): certifies the authenticity of the copy with a seal and signature
- 2. SUPERORDINATE AUTHORITY:** (e.g. Ministry of Education, Ministry of Science) certifies the seal and signature from Point 1
- 3. TRANSLATION BY INTERPRETER:** the translation must be securely affixed to the certified copy
- 4. FOREIGN MINISTRY:** certifies the seal and signature from Points 2 and 3
- 5. AUSTRIAN REPRESENTATIVE AUTHORITY:** certifies the seal and signature from Point 4

Information on Legalization

For information regarding legalization, please contact the Legalization Office of the Federal Ministry for European and International Affairs (Minoritenplatz 8, 1014 Wien; Tel.: 0501150-4425, e-mail: beglaubigungen@bmeia.gv.at).

Homepage: <http://www.bmeia.gv.at/aussenministerium/buergerservice/beglaubigungen.html>

Note

Applicants are not entitled to compensation for costs incurred!