

CEMS at WU (Vienna University of Economics and Business)

Fact Sheet 2018-2019

This fact sheet is relevant only for students of CEMS Program – For information for other incoming students please follow [Fact Sheet](#) issued by WU International Office.



Erasmus code	A WIEN05
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CEMS Office	Building D1, Room 3.010 Office hours: TUE, THU: 10am – 12pm; WED 1pm – 3pm
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Academic calendar
2018/19



Winter semester 2018/19	
Welcome Sessions for incoming students	Welcome Session 1: September 6, 2018 Welcome Session 2: September 28, 2018 (mandatory, students can choose which session to attend)
CEMS Block Seminar (preliminary date)	September 17 – 21, 2018
Introduction weeks (optional)	Orientation and Cultural Program: September 6, 2018 – September 28, 2018 Pre-semester German language courses: September 10, 2018 – September 27, 2018
Teaching period	October 1, 2018 – January 27, 2019 <i>Christmas break: December 24, 2018 – January 6, 2019</i> (Please note: all CEMS courses end before the Christmas break)

Semester break: January 25, 2019 – February 24, 2019

Summer semester 2019	
Welcome Sessions for incoming students	Welcome Session 1: February 1, 2019 Welcome Session 2: February 22, 2019 (mandatory, students can choose which session to attend)
Introduction weeks (optional)	Orientation and Cultural Program: February 1, 2019 – February 22, 2019 Pre-semester German language courses: February 4, 2019 – February 21, 2019
Teaching period	February 25, 2019– July 1, 2019 <i>Easter break: April 15, 2019 – April 28, 2019</i> <i>Pentecost break: June 8, 2019 – June 11, 2019</i> (Please note: CEMS Courses usually start in mid March with RGL Seminar).

Confirmation of Stay:

Please note that a **confirmation of stay** will only be issued for the **period of actual studies at WU**. The information session or block seminar that students participate in will be declared as their date of arrival. The last day that can be confirmed on the confirmation of stay is the last day that students **need to be present at WU** (e.g. last day of classes, last exam).

Exam dates depend on the courses chosen. There is **no specific examination period** for all courses.

Online registration
process
&
nomination deadlines
&
application deadlines



WU only accepts exchange students nominated by their partner universities. The home university exchange coordinator is asked to **nominate the students online** and forward **Nomination Letters** to the nominated exchange students, including their WU student ID numbers and passwords.

Online nomination system:

https://bach.wu.ac.at/bachapp/cgi-bin/nph-init/zas_incoming

Nomination deadlines for partner universities:

For the winter semester: May 1

For the summer semester: November 1

Please note (early nominations!): Students nominated by April 1 for the winter semester will receive the updated Exchange Student Guide and their Letters of Acceptance earlier, at the beginning of April.

Application deadlines for students for:

- Orientation and Cultural Program
- Pre-Semester German language courses
- Housing
- Online pre-enrollment for students

For the winter semester: May 15

For the summer semester: November 15

The application form for the Orientation and Cultural Program and pre-semester German Language Course will be sent out after May 1/November 1.

Course information



Incoming students can attend all Core and Elective CEMS Exclusive Courses, Skill Seminars and Business projects offered by WU. Further WU courses can be attended as well, however they are not included in CEMS curriculum.

Language courses are counted towards languages but ECTS are not counted to CEMS courses.

Mandatory CEMS requirements for incoming students:

Winter term

Global Strategic Management (7,5ECTS), Block Seminar (3ECTS), Business Communication Skill Seminar (1 ECTS)

Summer Term

RGL Seminar (1ECTS), International Business Project (15ECTS), Global Management Practice (7,5ECTS)

Skill Seminars at WU

We offer approx. 8 skill seminars worth 0,5 ECTS each semester.

Generally CEMS courses count for 5 ECTS, there are some courses counting for 7,5 ECTS.

ALL CEMS Courses are Master-level courses!

Course Load:

Students have to obtain at least 24 ECTS to fulfill CEMS requirements. They should also check minimum requirements of their home university. The maximum course load is 37 ECTS credits plus one German Business Communication course.

Grading:

The following grading scale applies at WU:

- 1 excellent (*Sehr gut*)
- 2 good (*Gut*)
- 3 satisfactory (*Befriedigend*)
- 4 sufficient (*Genügend*)
- 5 fail (*Nicht genügend*)

WU does not use a standardized percentage-based grading scale. The percentage scores needed to earn the grades given above differ from course to course. In most cases the course-specific grading scales can be found in the online course description.

Transcript of Records:

We will issue a CEMS Transcript for each student at the end of the semester, which will be sent to the coordinator at the home university.

Language requirements

CEMS Exchange students are required to have an **advanced level of English (comparable to level B2 of the [Common European Framework of Reference](#))**, to be able to successfully complete courses at WU.

WU does not require official language certificates as we trust our partners to send students who fulfil the aforementioned criteria. However, if students do not meet the language requirements, we reserve us the right to withdraw them from courses.

German language courses

Before the semester:

WU offers an optional pre-semester German language course during the Orientation and Cultural Program three weeks prior to the start of the semester. To participate, students need to apply by May 15 for the winter semester and by November 15 for the summer semester. Places are limited. A reduced fee is available to Erasmus+ students. The German pre-semester course does not fulfill CEMS Graduation Requirements but it can be counted towards them (it is worth 2ECTS).

During the semester:

WU offers German Business Communication courses at 5 different levels. Places are limited (these courses fulfill CEMS Graduation Requirements for 3rd language)






Further services for exchange students

CEMS Club Vienna

<http://www.cems.at/>

Orientation and Cultural Program:

Starts 3 weeks prior to the start of the semester and includes a sight-seeing program, field trips, presentations on Austria, etc.

<p>Accommodation</p> 	<p>Exchange students arriving in Vienna have several options to choose from when booking housing for their stay. These options include but are not limited to:</p> <ul style="list-style-type: none"> • residence halls run by OeAD, the main housing provider for students in Austria, • or a private flat that can be found for example through the housing platform Housing Anywhere, • or through another third-party provider. <p>Staying in an OeAD Student Residence Hall: WU has made a pre-reservation in certain OeAD residence halls to make sure that housing is guaranteed for its incoming exchange students. Students who would like to make use of this offer, need to register through the OeAD website until May 15 (winter semester) or November 15 (summer semester) at the latest.</p> <p>Private Accommodation: If students prefer to arrange their own accommodations, we recommend using the Housing Anywhere site or any other databases listed on our website. If students need proof of accommodation for visa purposes, this proof has to be issued by the landlord.</p> <p>Further information: https://www.wu.ac.at/en/programs/incoming-students/exchange-semester/accommodation/</p>															
<p>Living costs</p> 	<table border="1"> <tr> <td>Housing</td> <td>approx. € 400–600 / month</td> </tr> <tr> <td>Insurance</td> <td>approx. € 50 / month</td> </tr> <tr> <td>Food, personal expenses</td> <td>approx. € 220–300 / month</td> </tr> <tr> <td>Utilities (phone, mail, etc.)</td> <td>approx. € 15–30 / month</td> </tr> <tr> <td>Vienna public transport</td> <td>approx. € 150 / semester</td> </tr> <tr> <td>Books</td> <td>approx. € 75–150 / semester</td> </tr> <tr> <td>ÖH-Beitrag (Students' Union dues)</td> <td>approx. € 20 / semester</td> </tr> </table>		Housing	approx. € 400–600 / month	Insurance	approx. € 50 / month	Food, personal expenses	approx. € 220–300 / month	Utilities (phone, mail, etc.)	approx. € 15–30 / month	Vienna public transport	approx. € 150 / semester	Books	approx. € 75–150 / semester	ÖH-Beitrag (Students' Union dues)	approx. € 20 / semester
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<p>Entry and residence regulations</p> 	<p>Nationals of non-EU/EEA countries (so-called “third country nationals”) need an entry visa or residence permit for entry into and residence in Austria. The type of permit depends on the length and purpose of the stay.</p> <p>Before traveling to Austria, student should make sure they are familiar with the regulations concerning visas and residence permits.</p> <p>Further details: https://oead.at/en/to-austria/entry-residence-and-employment/</p>															
<p>About Vienna</p> 	<p>Vienna ranks among the most attractive cities around the world. Tradition and culture, research and education, economic growth, and a safe and livable environment make it a place with a very high standard of living that is recognized internationally.</p> <p>https://www.wien.info/en</p>															
<p>International Summer University^{WU}</p>	<p>This short-term academic program takes place at WU from July 2 – 20, 2018, and July 23 - August 10, 2018. Students can take 2–3 business courses on the graduate or undergraduate level. Networking opportunities and social programs with fellow students from over 25 countries add to the experience.</p> <p>WU partner universities can nominate their students to participate as exchange students.</p> <p>Further details: https://www.wu.ac.at/io/isuwu</p>															